

**BOARD OF TRUSTEES
FINANCE AND ADMINISTRATION COMMITTEE**

**November 18, 2022 @ 9:00 a.m.
Morris University Center, Room 214**

Agenda

1.0 Education

Plante Moran representative, Mr. Keith Martinez, Engagement Partner, will present the results of the University's FY2022 financial audit.

2.0 Action Items

2.1 Resolution F11-22

Acceptance of Shawnee State University's FY2022 Financial Report

Greg Ballengee, Controller, will present the resolution to accept the FY2022 Financial Report for approval by the Board of Trustees.

2.2 Resolution F12-22

Approval of FY2022 Efficiency Report

Joe Van Deusen, Director of Risk Management and Contract Services, will present the resolution to accept the FY2022 Efficiency Report for approval by the Board of Trustees.

3.0 Information and Reports

3.1 Dr. Jonica Burke, Vice President for Finance and Administration, will discuss final FY2022 operating budget performance, draft Senate Bill 6 ratios, and strategies to address the projected FY2023 revenue shortfall.

3.2 Ms. Aimee Welch, Director of Institutional Budgeting, will provide a year-to-date budget status report.

3.3 Mr. Greg Ballengee, Controller, will report on the cash reserves investment portfolio.

3.4 Mr. Jon Peters, Director of Public Safety, will review the Clery Report.

3.5 Ms. Malonda Johnson, Executive Director for Human Resources and Chief Diversity Officer, will provide a report on recent personnel activity.

3.6 Mr. Butch Kotcamp, Director of Facilities, Planning and Construction, will update the Committee on capital projects.

3.7 Mr. Chuck Warner, Chief Information Officer, ITS, will update the Committee on IT projects.

A night cityscape with light trails and a large blue graphic element. The background shows a city street at night with light trails from cars and buildings. A large, stylized blue graphic element, resembling a ribbon or a stylized letter 'K', is overlaid on the image. The graphic has a textured, slightly grainy appearance and is set against a dark blue background.

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Shawnee State University

Board of Trustees
Finance and Administration Committee
November 18, 2022



Shawnee State University

Agenda

- Shawnee State University Audit Team
- Required Communication
- Summary of Audit Differences
- New Pronouncements
- Appendix - Definitions



Shawnee State University

P&M Audit Team

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Shawnee State University

Required Communications

Plante Moran Reports

- Opinion on FY 2022 University financial statements
 - Foundation presented as a component unit.
 - Issued an “unmodified opinion” on the financial statements.
- Our second report addresses internal control over financial reporting and compliance and other matters as required by *Generally Accepted Governmental Auditing Standards (GAGAS)*.

Plante Moran Responsibilities under GAAS and GAGAS

- To gain a basic understanding of the internal controls, policies and procedures in order to design an effective and efficient audit approach, not for the purpose of providing assurance on the internal control structure.
- To test compliance with certain provisions of laws, regulations, contracts, and grants that have a direct and material effect.
- To gain an understanding of internal control over financial reporting.
- To express an opinion on the University’s financial statements.
- To provide reasonable, not absolute, assurance of detecting material misstatements.



Shawnee State University

Required Communications (continued)

Significant Accounting Policies

- The significant accounting policies used by Shawnee State University are described in the notes, specifically footnote 2 to the financial statements.
- As described in Note 2, the University adopted the provisions of GASB 87, Leases, on a fully retrospective basis. As a result, the University now includes a liability for the present value of payments expected to be made and a lease right-to-use asset in the statement of net position.

Management Judgments and Accounting Estimates

- We are required to report to you amounts in the financial statements that are subject to management's judgment in what is recorded as well as items, that by their nature, are significant accounting estimates.
- Significant estimates made by management include:
- Student accounts receivable allowance for uncollectible accounts, footnote 5
- Liability for pending litigation, Notes 10 and 14
- Accounting for service concession arrangements, Note 2
- Net pension and OPEB liability for STRS and OPERS, Note 13



Shawnee State University

Required Communications (continued)

Sensitive Disclosures

- The disclosures in the financial statements are neutral, consistent, and clear.
- We are required to report to you certain financial statement disclosures that are particularly sensitive.
- The most sensitive disclosure was the disclosure in Note 2 to the financial statements related to the impact of the COVID-19 pandemic on the University's operations.

Significant Auditing Adjustments

- There were no detected misstatements or passed adjustments as a result of audit procedures.

Quality of Accounting Policies

- Shawnee State University's accounting policies are consistent in their application and the information presented in the financial statements and related disclosures is complete and presented clearly.

Disagreements with Management

- There were no disagreements with Management on financial accounting and reporting matters.



Shawnee State University

Required Communications (continued)

Corrected and Uncorrected Misstatements

- Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.
- See page 4 of the post audit letter for attachment related to uncorrected misstatement related to GASB 68 and 75 calculation errors that were not updated to adjust for proper presentation of OPEB Asset.

Consultations with Other Accountants

- To the best of our knowledge, Management has had no consultations with other independent accountants regarding accounting or auditing matters or alternative presentations.

Discussion Prior to Retention

- All discussions with Management occurred in the normal course of our professional relationship and the responses were not a condition of our retention. This was our 9th year as Shawnee State University's auditors.

Management Cooperation

- Management cooperated with us and provided us with complete access to the books and records of Shawnee State University.



Shawnee State University

Required Communications (continued)

Communications with Management

- There were no communications with Management other than our engagement letter, and Management's representation letter to us. In the course of our audit, the University's Internal Counsel provided us a schedule of current litigation and similar matters of a significant nature for our review.

Significant Additions to Management's Representations

- There were no significant additions to management's representations.

Independence

- The Plante Moran audit team was independent of Shawnee State University throughout the year in the performance of the audits.



Shawnee State University

Required Communications (continued)

Other Services

- Shawnee State University Development Foundation audit
- Shawnee State University single audit (audit of federal programs)
 - Major programs for testing were Student Financial Assistance Cluster, COVID-19: Education Stabilization Fund (ESF) and Economic Development Cluster
 - Deliverables
 - Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance
 - Report on Internal Control Over Financial Reporting and Compliance and Other Matters as required by Generally Accepted Governmental Auditing Standards (GAGAS)
 - Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance
 - Schedule of Findings and Questioned Costs

Related Party Transactions

- The Shawnee State University Development Foundation is a related party to the University.



Shawnee State University

Upcoming Pronouncements

GASB 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements

- Effective for the fiscal year ending June 30, 2023
- Provides uniform guidance on how to report public-private and public-public partnership arrangements.
- Requires transferors in public-private or public-public arrangements to recognize receivables for installment payments, deferred inflows of resources, and, when applicable, capital assets.

GASB 96 – Subscription-Based Information Technology Arrangements

- Effective for the fiscal year ending June 30, 2023
- Defines SBITAs and provides accounting and financial reporting for SBITAs by governments.
- This statement requires a government to recognize a subscription liability and an intangible right-to-use subscription asset for SBITAs.

GASB 101– Compensated Absences

- Effective for the fiscal year ending June 30, 2025
- Updates the recognition and measurement guidance for compensated absences under a unified model.
- This statement requires that liabilities for compensated absences be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means and establishes guidance for measuring a liability for leave that has not been used.



Shawnee State University

Appendix - Definitions

- Control Deficiency
 - A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. Control deficiencies may involve one or more of the five interrelated components of internal control.
- Significant Deficiency
 - A “significant deficiency” is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
- Material Weakness
 - A “material weakness” is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and correct on a timely basis.
- FASB
 - Financial Accounting Standards Board is the governing accounting body that issues reporting pronouncements for private sector organizations. The Foundation prepares its financial statements in accordance with these pronouncements and guidance.
- Fraud
 - The term “fraud” includes “misstatements” arising from fraudulent financial reporting and misstatements arising from misappropriation of assets.
 - “Misstatements” arising from “fraudulent financial reporting” are intentional misstatements, or omissions of amounts or disclosures in financial statements intended to deceive financial statement users.
 - “Misstatements” arising from “misappropriation of assets” involve the theft of assets where the effect of the theft causes the financial statements not to be presented in conformity with GAAP.
 - The University is responsible for the design and implementation of programs and controls to prevent and detect fraud.



Shawnee State University

Appendix - Definitions

- GASB
 - Governmental Accounting Standards Board is the governing accounting body that issues reporting pronouncements. SSU prepares its financial statements in accordance with these pronouncements and guidance.
- GAAP
 - Generally Accepted Accounting Principles. Used by almost all entities in the USA to prepare periodic financial statements.
- GAAS
 - Generally Accepted Auditing Standards. The standards that govern the conduct of independent audits of non-public companies, as determined by the Auditing Standards Board (ASB) of the AICPA.
- GAGAS
 - Generally Accepted Governmental Auditing Standards. Informally known as “Yellow Book,” these standards guide all audits of governmental units.
- Unmodified Opinion
 - A signed representation by an auditor as to the reliability and fairness of a set of financial statements. The opinion could be qualified, unmodified, or adverse. For the University, the opinion is unmodified, which is the best opinion to have from an auditor.
- Auditor Opinion Date
 - The date the audit is completed and the auditor can provide their opinion. This is defined as the date the audit fieldwork and reviews are completed and the date management has reviewed the financial statements and provided a signed representation letter to the auditors.



Shawnee State University

Appendix - Definitions

- Material Misstatement
 - To present accidental or intentional untrue financial statement information that influences a company's value.
- Significant Adjustments
 - An error in financial reporting discovered by the auditor during performance of their audit fieldwork which was large enough that it was required to be booked to the financial statements and disclosed to the audit committee or board.
- Passed Adjustments
 - A summary of proposed account adjustments not recorded by management and reviewed by auditors and determined, individually or in the aggregate, not to have a significant effect on the financial reporting process and therefore they are not recorded in the financial statements.
- Allowance
 - An estimate determined by management, for instance, of the amount of receivables at June 30 not expected to be received.
- 990-T
 - Corporate income tax form for exempt organization unrelated income. This primarily relates to income earned on limited partnerships that is considered taxable by the IRS (real estate and natural resources), and non-educational use of institutional property.



Shawnee State University

Appendix - Definitions

- Uniform Prudent Management of Institutional Funds Act (UPMIFA)
 - UPMIFA provides guidance and authority to charitable organizations concerning the management and investment of funds held by those organizations and imposes additional duties on those who manage and invest charitable funds. The objective is these duties will provide additional protections for charities and also protect the interests of donors who want to see their contributions used wisely.
- Statement on Auditing Standards AU 265 – Communicating Internal Control-Related Matters Identified in an Audit
 - Establishes requirements and provides guidance on communicating matters related to the Foundation's internal control over financial reporting identified during the audit of the financial statements. Depending on the severity of the issue, the internal control matter can be classified as a control deficiency, a significant deficiency or a material weakness. The definitions of these items per AU 265 are included on page 13
- Statement on Auditing Standards AU 260 – The Auditor's Communication with Those Charged with Governance
 - Requires two-way communications with those charged with governance (The Shawnee State University Finance and Administration Committee) before and after the audit.
 - Defines primary subjects required to be communicated.



Thank you!

We look forward to
continuing to serve Shawnee
State University!

October 14, 2022

To the Finance and Administration Committee
Shawnee State University

We have audited the financial statements of Shawnee State University (the "University") as of and for the year ended June 30, 2022 and have issued our report thereon dated October 14, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated April 22, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the University. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of the University's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of the University, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 14, 2022 regarding our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on April 5, 2022.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the University are described in Note 2 to the financial statements.

As described in Note 2, the University adopted the provisions of GASB 87, *Leases*, on a fully retrospective basis. As a result, the University now includes a liability for the present value of payments expected to be made and a lease right-to-use asset in the statement of net position. Accordingly, the accounting change has been retrospectively applied to all prior periods presented as if the policy had always been used.

We noted no transactions entered into by the University during the year for which there is a lack of authoritative guidance or consensus. We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were as follows:

- **Student Accounts Receivable Allowance for Uncollectible Accounts** - Management's estimate of the allowances is based on historical collectibility of student accounts and loans receivable balances.
- **Liability for Contingent Liabilities** - This category includes accrued amounts for pending litigation in which the University has been named as a defendant. Management's estimate of this liability is based on management's judgment, advice of in-house legal counsel, and consultation with external legal counsel when appropriate. The liability recorded is determined by evaluating the amount of exposure the University has, the estimated costs related to the issue, and the likelihood the pending litigation would result in a settlement or judgment against the University. In accordance with GASB Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. It is the opinion of in-house legal counsel and university management that the disposition of all pending litigation would not have a material adverse effect on the University's financial position.
- **Accounting for Service Concession Arrangements** - The University has an agreement with a food service provider where the University received funds toward dining hall renovations that are contingent upon the University utilizing the provider over a 10-year period. These amounts are being amortized over the life of the contract and are included as deferred inflows of resources on the statement of net position.
- **Net Pension and OPEB Liabilities** - Management's estimate of the unfunded liabilities for the pension plans and OPEB plans was calculated by multiplying the University's portion of the contributions made to the respective plans by the total pension and OPEB liabilities of the plans provided by an independent actuary. The independent actuary used a number of assumptions to determine the overall unfunded liabilities of the plans.

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

The most sensitive disclosure affecting the financial statements was in Note 2 to the financial statements related to the impact of the COVID-19 pandemic on the University's operations. There are uncertainties as to the severity and continued impact due to COVID-19 on the University's financial condition, results of operations, or cash flows.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

The attached schedule summarizes an uncorrected misstatement of the financial statements that was requested to be recorded. Management has determined that its effect is immaterial, both individually and in the aggregate, to the financial statements taken as a whole. However, uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future period financial statements to be materially misstated.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the University, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the University's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 14, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the University's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of the finance and administration committee and management of Shawnee State University and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC



Keith S. Martinez, CPA
Partner

Attachment

Client: Shawnee State University
Y/E: 6/30/2022

SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS

The effect of misstatements and classification errors identified would be to increase (decrease) the reported amounts in the financial statement categories identified below:

Ref. #	Description of Misstatement	Current Assets	Long-term Assets	Deferred Outflows	Current Liabilities	Long-term Liabilities	Deferred Inflows	Net Position	Revenue	Expenses	Impact to Net Position
FACTUAL MISSTATEMENTS:											
A1	GASB 68 and 75 Pension and OPEB calculation errors that were not updated and to adjust for proper presentation of OPEB Asset.		\$ 121,666	\$ (59,303)		\$ 121,666	\$ 93,058			\$ 152,361	\$ (152,361)
JUDGMENTAL ADJUSTMENTS:											
B1	None										-
PROJECTED ADJUSTMENTS:											
C1	None										-
	Total	\$ -	\$ 121,666	\$ (59,303)	\$ -	\$ 121,666	\$ 93,058	\$ -	\$ -	\$ 152,361	\$ (152,361)
PASSED DISCLOSURES:											
D1	None										-

RESOLUTION F11-22

**ACCEPTANCE OF SHAWNEE STATE UNIVERSITY'S
FY2022 FINANCIAL REPORT**

WHEREAS, pursuant to O.R.C. 117.11, the financials of Shawnee State University must be audited every year by an independent certified public accountant; and

WHEREAS, the University's designated independent firm of Plante Moran, PLLC completed an audit of the University's FY2022 financials, issued an unmodified report, and reviewed the report results with the Finance and Administration Committee; and

WHEREAS, the financial report has been accepted by the Auditor of State;

THEREFORE, BE IT RESOLVED, the Board of Trustees accepts the Shawnee State University FY2022 financial report as presented.

(November 18, 2022)

RESOLUTION F12-22

**APPROVAL OF
FY2022 EFFICIENCY REPORT**

WHEREAS, Ohio higher education institutions are required to annually submit an efficiency report to the Ohio Department of Higher Education (ODHE); and

WHEREAS, in order to comply with the legislated due date of October 14, 2022, the University's FY2022 Efficiency Report (attached) was submitted to ODHE in draft form pending approval by the Board of Trustees; and

WHEREAS, the report reflects Shawnee State's continued commitment and efforts toward meeting or exceeding efficiency goals;

THEREFORE, BE IT RESOLVED, the Board of Trustees of Shawnee State University approves the FY2022 Efficiency Report.

(November 18, 2022)



Department of
Higher Education

Mike DeWine, Governor
Randy Gardner, Chancellor



Affordability & Efficiency

FY22 Efficiency Reporting Template

Introduction:

Ohio Revised Code section 3333.95 requires the chancellor of the Ohio Department of Higher Education (DHE) to maintain an “Efficiency Advisory Committee” that includes an “efficiency officer” from each state institution of higher education (IHE). Each IHE must then provide an “**efficiency report**” updated annually to DHE, which is compiled by the chancellor into a statewide report shared at year end with the governor and legislature. The committee itself meets at the call of the chancellor.

The first several Efficiency Reports were heavily influenced by and structured around the Ohio Task Force on Affordability and Efficiency’s October 2015 report “Action Steps to Reduce College Costs” (Task Force). The Task Force report provided many good recommendations that sharpened our focus and set a course for increasing efficiency throughout public higher education in Ohio. Since then, the Efficiency Reports have transitioned to other timely issues. This year’s report will continue that practice.

In addition, there are a number of topics that are required to be addressed per the Ohio Revised Code. Specifically, ORC Section 3333.951(C) requires IHEs to report on their annual study to determine the cost of textbooks for students enrolled in the institution. ORC 3333.951(B) requires Ohio’s co-located colleges and universities to annually review best practices and shared services and report their findings to the Efficiency Advisory Committee. ORC 3345.59(E) requires information on efficiencies gained as a result of the “regional compacts” created in 2018.

The reporting template also requests information regarding college debt and debt collection practices, among other things.

Your Efficiency Report Contact: David Cummins, Advisor, 614-752-9496, dcummins@highered.ohio.gov Please provide your institution’s efficiency report by **Friday, October 14, 2022** via email to OdheFiscalReports@highered.ohio.gov

As in previous years, the Efficiency Reporting Template is structured into sections:

- **Section I: Efficiency and Effectiveness** – This section captures practices likely to yield significant savings or enhance program offerings through strategic partnerships. This section captures information on progress made from such partnerships.
- **Section II: Academic Practices** – This section covers areas more directly related to instruction, with an emphasis on actions taken to reduce the costs to students of textbooks, including the options of Inclusive Access and Open education Resources.
- **Section III: Policy Reforms** – This section captures state IHE responses to suggested policy reforms originating from state initiatives, including transcript withholding and Second Chance Grants as created in Sub. SB 135.
- **Section IV: Future goals** – In the spirit of continuous improvement, the DeWine-Husted administration continues to request feedback on steps the state can take to support your institution's goals.

For purposes of this report, efficiency is defined on a value basis as a balance of quality versus cost:

- Direct cost savings to students (reducing costs)
- Direct cost savings to the institution (reducing costs)
- Cost avoidance for students (reducing costs)
- Cost avoidance to the college/university (reducing costs)
- Enhanced advising, teaching (improving quality)
- IP commercialization (improving quality)
- Graduation/completion rates (improving quality)
- Industry-recognized credentials (improving quality)
- Experiential learning (improving quality)

These are examples only. Please consider your responses to address broader measures of efficiency, quality, cost and value. Please also note that this is only a template. Feel free to respond in any additional way you believe is helpful.

Shawnee State University

Section I: Efficiency and Effectiveness

Each institution should regularly identify and evaluate its major cost drivers, along with priority areas that offer the best opportunities for efficiencies. Institutions should also track their progress in controlling costs and improving effectiveness.

What ratios, metrics, or benchmarks does your institution utilize to evaluate operational efficiencies and the appropriate balance of instructional vs. administrative expenses? How is such data utilized by your institution? Please summarize and provide an overview of your performance based on each measure.

SSU has continued to monitor the Administrative Productivity Measure circulated by ODHE to benchmark our Administrative efficiencies. SSU has improved in productivity over the base year FY15 and efficiency levels were flat. When compared to other institutions in FY15 SSU fared very well in this metric and it can be assumed that if we had this data from the other schools it would reflect similar results.

	Administrative Salary Expenditure	Administrative Employee Headcount	All Employee Headcount	Educational and General Expenditure	Student Course Completed FTE	Student Degree Completions	Productivity		Efficiency	
							F/C	G/C	C/D	B/E
Shawnee State (FY21)	\$ 9,305,366.00	147	351	\$ 50,833,312.00	2646	617	18.00	4.20	41.9%	18.3%
Shawnee State (FY15)	\$ 8,527,957.00	156	359	\$ 47,195,744.00	3131	742	20.11	4.77	43.4%	18.1%

For definitional purposes, what IPEDS (or other uniformly accepted) expense categories, or subset(s) therein, would you include in instructional expenses and administrative expenses? Please explain.

GAAP/GASB: The University's expenditure allocations are in accordance with Generally accepted accounting principles (GAAP) and Governmental Accounting Standards Board's (GASB) Statements. The breakdown of FY21/22 total expenditures allocations were: 23.51% for instruction & research and an additional 2.88% for academic support. Administrative expenditures (institutional support) made up 14.91%. The remaining expenditure allocations were to student services (14.38%), public service (10.4%), plant operation & maintenance (5.89%), interest on capital debt (.96%), depreciation (5.51%), auxiliary enterprises (10.96%), and scholarships (10.6%).

Are you aware of national models used to benchmark institutional efficiencies? If so, please provide.

The ratios are shown below:

In the last year, has your institution received positive media coverage about operational efficiencies? If so, please provide.

<https://www.oracle.com/us/industries/education-and-research/future-proof-hcm-shawnee-wp-5197115.pdf?elqTrackId=5ae92d746d9b49259441d7034d7df944&elqaid=78022&elgat=2>

Regional Compacts

ORC Section 3345.59 requires regional compacts of Ohio’s public institutions, with an executed agreement in place by June 30, 2018, for institutions to collaborate more fully on shared operations and programs. The section identifies nine areas to be addressed to improve efficiencies, better utilize resources and enhance services to students and their regions. Per paragraph E of that section:

(E) Each state institution of higher education shall include in its annual efficiency report to the chancellor the efficiencies produced as a result of each compact to which the institution belongs.

Please discuss efficiencies gained or opportunities for future partnerships in any of the relevant categories below.

Category	Description
Reducing duplication of academic programming	Please see attached <i>ODHE Low Enrollment Duplicate Programs Report</i>
Implementing strategies to address workforce education needs of the region	<ul style="list-style-type: none"> • SSU is working through the Ohio Manufacturing Workforce Partnership (OMWP) to increase earn and learn opportunities in south central Ohio and to determine the hiring and training needs of our regional manufacturers. This is funded by the scaling apprenticeship grant which ends in June 2023, but there is a possibility of a one-year no-cost extension through June 2024. • SSU sponsored the establishment of the BESTOhio Sector Partnership, now endorsed by the Ohio Manufacturers’ Association. In August 2022, OMA was awarded more than \$23M from EDA’s American Rescue Plan Act Good Jobs Challenge, and BESTOhio will receive \$930K to support implementation of Entry Level Earn & Learn programs and build out the sector partnership. This funding is administered through SSU’s Workforce Development and Grants offices.

	<ul style="list-style-type: none"> • SSU is an approved provider in the Ohio’s Workforce Inventory of Education and Training (WIET) and Kentucky’s Eligible Training Provider List and is responsive to adding new programs by request of Ohio and Kentucky agencies so students in need can receive funding for tuition, books, supplies, mileage, etc. • Administration of Appalachian Regional Commission POWER LIGHTS-INC grant among multiple Ohio institutional and non-profit partners. • LIGHTS-INC grant funded two SSU certificate programs in collaboration with the Center for Lifelong Learning. • Delivered entrepreneurial mindset training to individuals in recovery from substance use disorder through LIGHTS-INC grant.
<p>Sharing resources to align educational pathways and to increase access within the region</p>	<ul style="list-style-type: none"> • SSU is a member of Ohio Technet, a consortium of state educational institutions that works with the Ohio Manufacturers’ Association and other state and national partners to solve Ohio’s manufacturing workforce shortage. In the spring of 2022, we were accepted as a Regional Programming Center for the Ohio Cyber Range and are receiving \$30K over two years to support cybersecurity education, recruitment, and K-12 career outreach. SSU also participates on the Ohio Cyber Collaboration Committee, which has brought together public, private, military and educational organizations to develop a stronger cybersecurity infrastructure and workforce. SSU also has a seat on the Ohio Cyber Range Advisory Board. • SSU provides online training opportunities through Ed2Go and Hondros and has worked with the Southern Ohio Medical Center this year to send a number of their employees through online Ed2Go training for Certified Clinical Medical Assistant training and Medical Coding and Billing/Electronic Health Records. The Center for Lifelong Learning used Ed2Go to provide training to a number of high school students with funding provided by GRIT Ohio. Free online IT/cybersecurity classes are also offered to the community through our Cisco Networking Academy membership, this partnership is also used to supplement our academic Information Security programs and prepare them for cyber credentials. • SSU became a NOCTI training center and sent three individuals through qualification training for Certified Production Technician 4.0 to support the WISE Pathways program and other future credentialing/training opportunities. • SSU currently has more than \$130K available annually to award Choose Ohio First scholarships to incoming or transfer students (Ohio residents) who meet merit-based requirements and are majoring in Occupational Therapy, Computer Engineering Technology, CADD, Information Security, Nursing, Allied Health, and Biology Sciences. • SSU provides space (Jacobs Center) for Ascend (South Central ESC GED program) to hold classes

	<ul style="list-style-type: none"> Literacy LEAPS (Learning and Experiences that Accelerate Progress for Students) is a two-year Ohio Department of Education grant designed to improve literacy among children grades kindergarten through fourth grade at Stanton Primary Elementary (New Boston Local School District). SSU tutors majoring in early childhood or early childhood special education provide literacy intervention three to four times a week through 30-minute sessions. As part of the grant, tutors attend eight Zoom trainings with Wylie Blevins, literacy specialist, along with teachers and staff from Stanton Primary Elementary School. Throughout the program, SSU tutors grow in knowledge about the science of reading rooted in evidence-based practices for literacy intervention.
<p>Reducing operational and administrative costs to provide more learning opportunities and collaboration in the region</p>	<p>The Dept. of Labor funding through the OMWP and Good Jobs is supporting efforts to better align business programs, upskilling and entry level training, innovative curriculum design, available providers, funding options, and other resources that best serve both employers and employees. These grants will fund curriculum development and implementation of Entry Level Earn & Learn programs as well as a WISE Pathways program to introduce local residents to manufacturing careers, including those in recovery and re-entry. Meals, childcare, and transportation are being made available to reduce barriers to participation. Local manufacturers have expressed interest in hiring employees from the WISE Pathways cohorts.</p>
<p>Enhancing career counseling and experiential learning opportunities for students</p>	<ul style="list-style-type: none"> The Federal Work Study Experiment program was used to pay wages to more than 40 work-study eligible students during the spring and summer while they performed field experiences relevant to their majors. Most of these have been student teachers or Masters of Occupational Therapy students performing Level II field work. On June 23, 2022, we received an additional initial allocation for the 2022-23 award year of \$59,039. This award year will be the final one of this experiment. Workforce Development partnered with SSUDF to establish the SSU Works grant to support field experience costs such as mileage, housing, or other costs. We have awarded a total of \$3,400 to students in need over the past three months. SSU works with employers and organizations to recruit students for multiple internship opportunities, including the Ohio Export Internship Program and the Diversity & Inclusion Internship program. Choose Ohio First scholars are required to complete a work-based requirement. <p>The Kricker Innovation Hub hosted a Startup Weekend Shawnee State for students from several different majors across campus to get hands-on experience working on entrepreneurial ideas.</p>
<p>Expand alternative education delivery models such as competency-based and project-based learning</p>	<p>Adopted a Policy for the University to administer co-curricular Micro-credentials and badges.</p>

Collaboration and pathways with information technology centers, adult basic and literacy education programs and school districts	Established partnerships with regional school districts to provide training, resources, and direct literacy instruction to promote the science of reading to build literacy skills from birth up.
Enhancing the sharing of resources between institutions to expand capacity and capability for research and development	Shawnee State University is a charter member of OhioLINK. OhioLINK is the academic library consortium for Ohio which has 121-member libraries. SSU stakeholders can borrow resources from any member library at no cost. OhioLINK also negotiates contracts on our behalf that help the library reduce costs for group resource purchases.
Identifying and implementing the best use of university regional campuses	N/A
Other initiatives not included above	

Co-located Campuses

ORC Section 3333.951(B) requires Ohio’s co-located colleges and universities to annually review best practices and shared services in order to improve academic and other services and reduce costs for students, and to report their findings to the Efficiency Advisory Committee. N/A

(B) Each state institution of higher education that is co-located with another state institution of higher education annually shall review best practices and shared services in order to improve academic and other services and reduce costs for students. Each state institution shall report its findings to the efficiency advisory committee established under section [3333.95](#) of the Revised Code. The committee shall include the information reported under this section in the committee's annual report.

Co-located campus: _____

Type of Shared Service or Best Practice (IE: Administrative, Academic, etc.)	Please include an explanation of this shared service.	Monetary Impact from Shared Service

Section II: Academic Practices

This section covers areas more directly related to instruction, with an emphasis on savings strategies related to the cost of textbooks, and the expanded use of alternative instructional materials.

Textbook Affordability

Textbook Cost Study

ORC Section 3333.951(D) requires Ohio’s public colleges and universities to annually conduct a study to determine the current cost of textbooks for students enrolled in the institution and submit the study to the Chancellor.

(D) Each state institution of higher education shall conduct a study to determine the current cost of textbooks for students enrolled in the institution, and shall submit the study to the chancellor of higher education annually by a date prescribed by the chancellor.

Please attach the analysis of textbook costs developed by your institution labeled “[Institution Name – Academic Year – Textbook Cost Study]” and summarize the results of your institution’s study below.

Category	Amount
Average cost for textbooks that are new	91.64
Average cost for textbooks that are used	51.03
Average cost for rental textbooks	49.80
Average cost for eBook	74.08

Reducing Textbook Costs for Students

ORC Section 3333.951(C) requires Ohio's public colleges and universities to report their efforts toward reducing textbook costs for students.

(C) Each state institution of higher education annually shall report to the efficiency advisory committee on its efforts to reduce textbook costs to students.

Please discuss all initiatives implemented, including those referenced below that ensure students have access to affordable textbooks.

ORC Section 3345.025 requires the board of trustees of each state IHE to adopt a textbook selection policy for faculty to use when choosing and assigning textbooks and other instructional materials.

3345.025 The board of trustees of each state institution of higher education as defined in section [3345.011](#) of the Revised Code shall adopt a textbook selection policy for faculty to follow in selecting and assigning textbooks and other instructional materials for use in courses offered by the institution. The policy shall include faculty responsibilities and actions faculty may take in selecting and assigning textbooks and other instructional materials.

In addition, the biennial budget bill, Am. Sub. HB 110, enacted Section 733.20 requiring state institutions of higher education to evaluate textbook affordability initiatives to ensure compliance with Title I, Section 133 of the federal "Higher Education Opportunity Act of 2008."

SECTION 733.20. (A) In furtherance of the State of Ohio's intent to improve affordability in higher education, and in recognition of the positive achievements of the Ohio Faculty Council's October 2017 resolution supporting textbook affordability initiatives, the State of Ohio hereby tasks Ohio's institutions of higher education with evaluating their respective implementation of textbook affordability initiatives.

(B)(1) Consistent with requirements in Title I, Section 133 of the federal "Higher Education Opportunity Act of 2008," institutions of higher education receiving federal financial aid shall disclose required and recommended textbooks not later than the time at which students can first begin to register for a course.

(2) Prior to academic year 2022-2023, the administration of each state institution of higher education, as defined in section 3345.011 of the Revised Code, shall work collaboratively with the institution's faculty senate, or equivalent body, to consider adopting a formally recognized textbook auto-adoption policy.

(C) Not later than August 15, 2022, the board of trustees of each state institution of higher education shall adopt a resolution or otherwise formally vote to affirm or decline adoption of the policy. If the board of trustees adopts the policy as agreed upon by the administration and faculty senate, the state institution shall formally transmit a copy of its resolution to the Chancellor of Higher Education.

1. Has your institution's board of trustees adopted a textbook selection policy consistent with Ohio Revised Code 3345.025? If so, please attach the policy in full length and label the file as "[Institution Name – Academic Year – Textbook Selection Policy]."

Policy No. 2.18 (See Attached)

2. Has your institution's board of trustees adopted a textbook auto-adoption policy to ensure compliance with federal law that requires faculty to select textbooks for courses no later than the first day of class registration? If so, please attach the policy and label the file as "[Institution Name – Academic Year – Text Auto-adoption Policy]." Please also describe the mechanisms for tracking compliance.

Policy No. 2.18 (See Attached)

3. If the board has not adopted an auto adoption policy, please explain the major reasons that the board declined to adopt such a policy.

Open Educational Resources

1. Has your institution adopted practices/policies to formally encourage the use of OER materials in lieu of purchased materials? Please explain and please include links to information on your institution's website.

There has been no official practice/policy to formally encourage the use of OER's but the library provides help finding resources and making them available for their use in their classes. <https://shawneesu.libguides.com/c.php?g=1202568&p=8793891>

2. Has your institution provided support to faculty for the development of OER materials. Please explain and please include links to information on your institution's website.

The library provides support for faculty members who choose to implement Open Educational Resources (OER) in the classroom. We work with faculty to identify our resources; and how to share these with students internally. We have a research guide that links faculty to resources available outside the university https://shawnee.libapps.com/libguides/admin_c.php?g=854348&p=6718193. We also provide course reserves for faculty that allows them provide access to textbooks and/or readings, free of charge, to students through the library.

3. What courses did your institution offer during the 2021-22 academic year that used OER? Please fill out the attached template completely. This template will be used to inform a statewide landscape analysis of OER adoption and will be publicly shared in a report.

See Attached Spreadsheet

Inclusive Access

Inclusive access is defined as an arrangement between an institution, through faculty, and students to offer college textbooks and materials as “included” within tuition and/or a fee assessment, rather than purchased individually by the student. The benefit to faculty and students of inclusive access typically includes a significantly reduced cost per textbook for students, as compared to students buying a new copy of the textbook, and confidence that all students will possess the necessary textbook and/or materials on “day one.” Federal law provides the statutory right for students to “opt-out” of inclusive access if they prefer, which preserves the right of the student to source materials.

1. Does your institution formally encourage faculty to offer inclusive access acquisition of college textbooks as a cost-savings for students? If yes, what mechanisms are in place help promote this strategy with faculty?

It is the policy of Shawnee State University to encourage or require efforts, as directed by the state legislature or Ohio Department of Higher Education, to minimize the costs of textbooks and other instructional materials for students. (Policy number 2.18REV)

2. What courses did your institution offer during the 2021-22 academic year that participated in an inclusive access program? Please fill out the attached template completely. This template will be used to inform a statewide landscape analysis of the utilization of inclusive access and will be publicly shared in a report.

See Attached Template

3. How are students at your institution made aware of their right to opt out of utilizing inclusive access?

Students are able to opt out of inclusive access textbooks through the registrar’s office. The Registrar notifies the book store manager if a student opts out. To date, no students have chosen to opt out. The process is expected to be made available online in the near future.

Please provide contact information for the person completing this section of the Efficiency Report, so that we may follow up if we have questions.

Suzanne Johnson-Varney, MLS
Director, Clark Memorial Library

Shawnee State University
740-351-3197
svarney@shawnee.edu

Other Textbook Affordability Practices

What other practices, if any, does your institution utilize to improve college textbook affordability?

Please provide any relevant information in the table below.

Initiative	Explanation of Initiative	Cost Savings to Students

Section III: Policy Reforms

Transcript Access

It is common for IHEs nationally to withhold transcripts from students who owe any amount of debt to the institution. Transcript withholding blocks students from re-enrolling both at the debt-holding institution and at other institutions. Transcripts are sometimes withheld in their entirety even when students have fully paid all or most tuition charges, earned their credits through successful completion of coursework and only incurred a nominal debt such as a parking ticket, library fine or other relatively minor assessment.

ORC Section 3345.027 was newly enacted in HB 110 and requires IHE's to release transcripts to potential employers even if the student has an outstanding balance owed to the institution.

Sec. 3345.027. A state institution of higher education, as defined in section 3345.011 of the Revised Code, shall not withhold a student's official transcripts from a potential employer because the student owes money to the institution, provided the student has authorized the transcripts to be sent to the employer and the employer affirms to the institution that the transcripts are a prerequisite of employment.

1. Has your institution updated its policy on transcript withholding to assure compliance with ORC 3345.027?
 - a. Bursar Holds are addressed in Procedure 4.92:1, Student Business Functions, Section 3.2. It reads:
 - i. “The Bursar may place past-due student account son the status of “Bursar hold.” Until this status is cleared or satisfactorily addressed with the Office of the Bursar, this status may preclude further registration by the student for courses at the University or the release of student transcripts.” The Bursar does not place a hold on student accounts of \$100 or less and releases holds in response to employer requests. The university is updating this procedure for clarity and to ensure consistent application.
 - b. We have changed our practice to be compliant with the ORC. A student must request the transcript through the National Student Clearinghouse, designate the potential employer as the recipient and indicate the transcript is for employment.
2. Has your institution taken additional action(s) beyond what is minimally required by section 3345.027 to provide students with access to their transcripts, even if the student owes money to the institution? If so, please describe.

The library released 758 library holds, totaling \$48,552.76, dating back 1995 to the inception of our automation system. These holds prevent students from registering, graduating or receiving a transcript. The one-time forgiveness project was under taken as we prepare to migrate to a new software in the spring of 2023. This will allow students to either reenroll, or enroll at another institution to pursue a degree.

Second Chance Grants

ORC Section 3333.127 was newly enacted in Sub. SB 135 to create the Second Chance Grant program. The program will provide one-time grants of up to \$2,000 to eligible students that “while in good standing, disenrolled from a qualifying institution and did not transfer to a qualifying institution or an institution of higher education in another state in the two semesters immediately following the student's disenrollment.”

1. Has your institution implemented the “Second Chance Grants” program as described in SB 135? If so, what is the status of the program and approximately how many students have been impacted to date at your institution?

We implemented the Second Chance grant. We made one award during spring semester.

2. What efforts has your institution made to identify and attract such students that will be able to take advantage of this new initiative?

We identified students who previously attended SSU. We attempted to contact these students via phone to gauge their interest in returning to Shawnee State University. Those who were interested were directed to our Student Success Center to discuss their return.

Additional Practices

Some IHE's may implement practices that make college more affordable and efficient, but which have not been the topic of a specific question in this reporting template. This section invites your institution to share any positive practices you have implemented that benefit student affordability and/or institutional efficiency.

Please share any additional best practices your institution is implementing or has implemented.

Beginning Fall semester 2022, SSU launched a tuition free program for Pell eligible students in Pike, Adams, Lawrence, Scioto, Jackson, and Ross counties in Ohio and Greenup, Boyd, and Lewis counties in Kentucky. Students must be entering college for the first time and have a high school grade point average of 3.0 or higher and an ACT score of at least 18. Pell grants, state grants, and institutional scholarships are applied to the undergraduate tuition costs first. Any remaining balance is paid by Shawnee State through the free tuition program. The funds are renewable for eight consecutive semesters, provided the student remains full-time and is in good academic standing. To date, \$178,214.22 has been awarded to 82 students for the 2022-2023 academic year.

Section IV: Future Goals

The DeWine-Husted administration recognizes that each IHE faces unique challenges and opportunities with respect to the institution's highest priority goals over the next several years. With that in mind, please provide any suggestions about possible roles the state could play in supporting your institutional goals.

1. Please provide your thoughts and suggestions regarding ways the State of Ohio can further support strength, resiliency and reputational excellence in Ohio's post-secondary education system.

Higher education access for low-income and first-generation students continues to be a significant barrier for regions like Appalachian Ohio, where high school graduates and early- to mid-career adults are far less likely to attend and complete college than in other regions of Ohio. This creates limited opportunities for individuals and families to break out of generational poverty and weighs on economic development, resulting in a limited regional workforce. Studies show that concern over college debt and questions about the ROI of a four-year degree are contributing factors, in addition to the range of socioeconomic issues that present well-known challenges to prospective students. Continued investments in need-based grants and scholarships for students and direct support for public universities that keep tuition low are essential to providing a thriving environment for low-cost degree options that align with Ohio's rapidly changing post-secondary-dependent workforce and provide feasible options for students with increasingly non-traditional needs.

Thank you for completing the FY22 Efficiency Reporting Template. We appreciate the important role Ohio's colleges and universities play in supporting Ohio students, economic growth, world-class research and the overall success for our state.

DRAFT

Shawnee State University

POLICY TITLE:	TEXTBOOK SELECTION
POLICY NO. :	2.18REV
ADMIN CODE:	3362-2-18
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	06/24/2022
NEXT REVIEW DATE:	06/2025
RESPONSIBLE OFFICER:	PROVOST
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE

Pursuant to state legislation including Ohio Revised Code 3345.025, it is the policy of Shawnee State University to respect the academic freedom of faculty in choosing textbooks and other instructional materials and to encourage efforts to minimize the cost of textbooks and other instructional materials.

2.0 ACADEMIC FREEDOM

It is the policy of Shawnee State University to respect the academic freedom of faculty to select textbooks and education materials they judge to be most appropriate for their courses and most effective for student learning. Specifically, the University believes faculty should have the right to choose curricular materials and pedagogical techniques within the reasonable boundaries of professional discretion subject to relevant standards of academic merit, teaching effectiveness, and consistency with catalogue course description.

3.0 REDUCING STUDENT COST

3.1 It is the policy of Shawnee State University to encourage or require efforts, as directed by the state legislature or Ohio Department of Higher Education, to minimize the costs of textbooks and other instructional materials for students. Such efforts may include but are not limited to the following:

3.1.1 High quality, open-access sources.

3.1.2 Inclusive-access programs in which students choose to pay a course fee that includes access to below-market price instructional materials available to students at the beginning of a course. Such programs must comply with U.S. Department of Education regulations for the use of Title IV funds.

3.1.3 An auto adoption procedure, as discussed in section 4.0, below.

4.0 AUTO ADOPTION REQUIREMENT

- 4.1 To the maximum extent reasonably practical, faculty members will disclose required and recommended textbooks to students not later than the first date of course registration for the semester in which the textbooks will be used.
- 4.2 In cases in which a faculty member does not disclose required and recommended textbooks to students by the date set forth in subsection 4.1, the faculty member will be deemed to have selected identical materials, including the same title and the same edition, from the prior semester in which the course was offered.

5.0 SCOPE

This policy applies to all full-time and part-time undergraduate and graduate course faculty, including instructors.

Ref: Ohio Revised Code 3345.025: <http://codes.ohio.gov/orc/3345.025v1>

History

Effective: 06/14/2019

Revised: 06/24/2022

**PLEASE ONLY INCLUDE OER COURSES ON THIS LIST.
PLEASE CHECK SHEET2 FOR A DEFINITION OF AN OER COURSE.**

TERM (Fall 2021 or Spring 2022)	COURSE ID	SECTION NUMBER	CCP (YES OR NO)	NUMBER OF STUDENTS ENROLLED	AVERAGE RETURN ON INVESTMENT (DO NOT EDIT
fall 21	math 1200	3		34	3944
summer 22	math 2110	90		15	1740
summer 22	math2110	91		1	116
summer 22	math 1250	90		1	116
fall 21	univ 1101	51		16	1856
fall 21	geol 1201	2	yes	21	2436
fall 21	etec 3701	90		28	3248
fall 21	etgg 2801	90		39	4524
fall 21	etgg 4804	90		18	2088
spring 22	etec 2104	1		26	3016
spring 22	etec 4401	90		19	2204
spring 22	etgg 2802	90		31	3596
fall 21	pols 1110	94		47	5452
fall 21	pols 1110	93		38	4408
fall 21	pols 1110	95		14	1624
spring 22	pols 1110	90		32	3712
spring 22	pols 1110	92		31	3596
fall 21	etco 1120	51	yes	20	2320
spring 22	etco 1120	51	yes	1	116
spring 22	etec 1302	51		19	2204
spring 22	etec 1101	1		22	2552
fall 21	engl 1102	17	yes	5	580
spring 22	engl 1105	91 & 92		16	1856
fall 21	edmc 4470	1		2	232
fall 21	edae 4400	1		10	1160
fall 21	pols 1110	91	yes	40	4640

Please include all OER courses that your institution offered in academic year 2021-2022 on this spreadsheet. Please put each section separately since they

In order to include a course on this spreadsheet, all course materials for the course must be OER. There must be no course materials cost to students for the course.

DEFINITION OF OER

The term "open educational resource" means a teaching, learning, or research resource offered freely to users in at least one form and either resides in the public domain or has been released under an open copyright license that allows for its free use, reuse, modification, and sharing with attribution.

What is an example of an OER course?

An OER course is completely free because it uses openly licensed resources. To receive this designation, the course must use openly licensed materials for all required curricular resources, including textbooks and other instructional materials, such as workbooks, lab manuals, and online homework platforms.

An example of an OER course would be one where the instructor provides a link to a free, online version of an openly licensed textbooks.

The course does not use any other required curricular resources. The professor can recommend students purchase a print- on-demand version, but as long as the instructor does not require the students to use the print version, the cost of printing does not disqualify this course from receiving the OER designation.

What is included/excluded when calculating course material costs?

Included in the cost: textbooks and other instructional/curricular materials, such as workbooks, lab manuals, online homework platforms and codes, or publisher-provided materials for students.

Also included are any course fees for course materials, such as a textbook rental fee, inclusive access fee, Barnes & Noble College Booksellers' First Day fee, or Follett's ACCESS fee.

Excluded from the cost: supplies and equipment, including art supplies, lab tools, and calculators. Also excluded are course fees that are a lab fee, technology fee, or testing fee.

The average return on investment (\$116) is derived from the recent MHEC study on benefits and costs of OER.

https://www.mhec.org/sites/default/files/resources/2022MHECOER-Toward-Convergence.pdf?utm_source=msdynmktg&utm_medium=email&utm_campaign=22towardconvergence#msdyntrid=pJ-O-aa8BW0NjmTgEIXpi9nJKWFvp-J9qbFukH0u8il

PLEASE ONLY INCLUDE INCLUSIVE ACCESS COURSES ON THIS LIST.

DEFINITION OF INCLUSIVE ACCESS

Inclusive access is an arrangement between an institution, through faculty, and students to offer college textbooks and materials as “included” within tuition

TERM (Fall 2021 or Spring 2022)	COURSE ID	SECTION NUMBER	CCP (YES OR NO)	NUMBER OF STUDENTS ENROLLED
Fall 2021	ANTH 2250	90		29
Fall 2021	ANTH 2250	91		6
Fall 2021	ARTH 1101	90		25
Fall 2021	ARTH 1101	91		23
Fall 2021	ARTH 1101	92		24
Fall 2021	ARTH 1101	93		25
Fall 2021	ARTH 1101	94		25
Fall 2021	ARTH 1101	95		24
Fall 2021	ARTH 3455	90		17
Fall 2021	BIOL 1151	1		22
Fall 2021	BIOL 1151	2		20
Fall 2021	BIOL 1151	3		22
Fall 2021	BIOL 1151	4		10
Fall 2021	BIOL 1152	1		11
Fall 2021	BIOL 3560	1		23
Fall 2021	BIOL 3560	2		20
Fall 2021	BUAC 2010	51		21
Fall 2021	BUAC 2010	90		20
Fall 2021	BUAC 2010	91		5
Fall 2021	BUAC 2010	92		18
Fall 2021	BUAC 2010	93		1
Fall 2021	BUAC 2030	51		15
Fall 2021	BUAC 2030	90		19
Fall 2021	BUAC 2030	91		5
Fall 2021	BUAC 2030	92		8
Fall 2021	BUAC 2210	90		20
Fall 2021	BUAC 2210	91		1
Fall 2021	BUAC 3030	90		23
Fall 2021	CHEM 1121	1		22
Fall 2021	CHEM 1121	2		18
Fall 2021	CHEM 1121	3		21
Fall 2021	CHEM 1121	4		23
Fall 2021	CHEM 1141	1		22
Fall 2021	CHEM 1141	2		22

Fall 2021	CHEM 1141	3	13
Fall 2021	CHEM 1141	4	10
Fall 2021	ENGL 1101	1	15
Fall 2021	ENGL 1101	2	21
Fall 2021	ENGL 1101	3	10
Fall 2021	ENGL 1101	4	19
Fall 2021	ENGL 1101	5	19
Fall 2021	ENGL 1101	6	9
Fall 2021	ENGL 1101	8	21
Fall 2021	ENGL 1101	9	10
Fall 2021	ENGL 1101	10	10
Fall 2021	ENGL 1101	12	9
Fall 2021	ENGL 1101	15	8
Fall 2021	ENGL 1101	16	8
Fall 2021	ENGL 1101	18	9
Fall 2021	ENGL 1101	21	10
Fall 2021	ENGL 1101	22	9
Fall 2021	ENGL 1101	25	10
Fall 2021	ENGL 1101	51	12
Fall 2021	ENGL 1101	52	13
Fall 2021	ENGL 1101	70	8
Fall 2021	ENGL 1101	71	10
Fall 2021	ENGL 1101	90	2
Fall 2021	ENGL 1101	91	5
Fall 2021	ENGL 1101	99	21
Fall 2021	ENGL 1102	1	18
Fall 2021	ENGL 1102	90	18
Fall 2021	ENGL 1102	91	5
Fall 2021	ENGL 1201	3	8
Fall 2021	ENGL 1201	6	11
Fall 2021	ENGL 1201	9	8
Fall 2021	ENGL 1201	10	10
Fall 2021	ENGL 1201	12	10
Fall 2021	ENGL 1201	15	9
Fall 2021	ENGL 1201	16	9
Fall 2021	ENGL 1201	18	8
Fall 2021	ENGL 1201	21	9
Fall 2021	ENGL 1201	22	5
Fall 2021	ENGL 1201	25	9
Fall 2021	EXSC 2200	90	25
Fall 2021	MATH 1000A	90	10
Fall 2021	MATH 1000A	91	3
Fall 2021	MUSI 1201	90	14

Fall 2021	MUSI 1201	91	18
Fall 2021	MUSI 1201	92	16
Fall 2021	MUSI 1201	93	9
Fall 2021	MUSI 1201	94	4
Fall 2021	MUSI 1201	95	3
Fall 2021	MUSI 1201	96	22
Fall 2021	POLS 1210	90	21
Fall 2021	POLS 1210	91	14
Fall 2021	POLS 1210	92	4
Fall 2021	PSYC 1101	1	28
Fall 2021	PSYC 1101	51	58
Fall 2021	PSYC 1101	56	59
Fall 2021	PSYC 1101	90	22
Fall 2021	PSYC 1101	91	10
Fall 2021	PSYC 1101	92	40
Fall 2021	PSYC 1101	93	40
Fall 2021	PSYC 1130	90	29
Fall 2021	PSYC 1130	91	29
Fall 2021	PSYC 2121	90	18
Fall 2021	PSYC 3160	90	30
Fall 2021	PSYC 3160	91	29
Fall 2021	SPST 2100	90	31
Fall 2021	STAT 1150	51	35
Fall 2021	STAT 1150	90	31
Fall 2021	STAT 1150	91	24
Fall 2021	STAT 1150	92	4
Fall 2021	STAT 1150	93	29
Fall 2021	STAT 1150	96	5
Fall 2021	STAT 1800	91	29
Spring 2022	ANTH 2250	91	23
Spring 2022	ARTH 1101	1	25
Spring 2022	ARTH 1101	2	25
Spring 2022	ARTH 1101	3	26
Spring 2022	ARTH 1101	4	25
Spring 2022	ARTH 1101	5	25
Spring 2022	ARTH 1101	90	24
Spring 2022	ARTH 1101	91	26
Spring 2022	ARTH 1101	92	25
Spring 2022	ARTH 1101	93	25
Spring 2022	ARTH 1101	94	26
Spring 2022	ARTH 1101	95	25
Spring 2022	ARTH 1101	96	1
Spring 2022	ARTH 1101	97	7

Spring 2022	BIOL 1151	1	24
Spring 2022	BIOL 1152	1	18
Spring 2022	BIOL 1152	2	7
Spring 2022	BUAC 2010	1	13
Spring 2022	BUAC 2010	9	20
Spring 2022	BUAC 2010	91	4
Spring 2022	BUAC 2010	92	20
Spring 2022	BUAC 2030	51	9
Spring 2022	BUAC 2030	90	9
Spring 2022	BUAC 2030	91	6
Spring 2022	BUAC 2030	92	17
Spring 2022	BUAC 3030	90	14
Spring 2022	BUAC 3030	91	4
Spring 2022	BUAC 3350	51	15
Spring 2022	CHEM 1121	1	25
Spring 2022	CHEM 1121	2	23
Spring 2022	CHEM 1141	1	23
Spring 2022	CHEM 1142	1	22
Spring 2022	CHEM 1142	2	16
Spring 2022	CHEM 2200	1	13
Spring 2022	CHEM 2200	2	8
Spring 2022	ENGL 1101	1	17
Spring 2022	ENGL 1101	2	11
Spring 2022	ENGL 1101	3	10
Spring 2022	ENGL 1101	4	19
Spring 2022	ENGL 1101	5	7
Spring 2022	ENGL 1101	6	8
Spring 2022	ENGL 1101	90	11
Spring 2022	ENGL 1101	91	9
Spring 2022	ENGL 1201	3	9
Spring 2022	ENGL 1201	6	5
Spring 2022	EXSC 2200	90	17
Spring 2022	MUSI 1201	90	21
Spring 2022	MUSI 1201	92	25
Spring 2022	MUSI 1201	93	4
Spring 2022	MUSI 1201	94	7
Spring 2022	POLS 1210	90	31
Spring 2022	POLS 1210	93	11
Spring 2022	PSYC 1101	51	38
Spring 2022	PSYC 1101	52	37
Spring 2022	PSYC 1101	53	20
Spring 2022	PSYC 1101	90	40
Spring 2022	PSYC 1101	91	30

Spring 2022	PSYC 1101	92	8
Spring 2022	PSYC 1101	93	29
Spring 2022	PSYC 1130	51	29
Spring 2022	PSYC 1130	90	31
Spring 2022	PSYC 2121	1	14
Spring 2022	PSYC 3160	1	20
Spring 2022	PSYC 3160	2	19
Spring 2022	SPST 2100	90	25
Spring 2022	SPST 2100	91	25
Spring 2022	STAT 1150	90	35
Spring 2022	STAT 1150	91	28
Spring 2022	STAT 1150	93	6
Spring 2022	STAT 1150	94	1
Spring 2022	STAT 1800	90	42
Spring 2022	STAT 1800	91	7

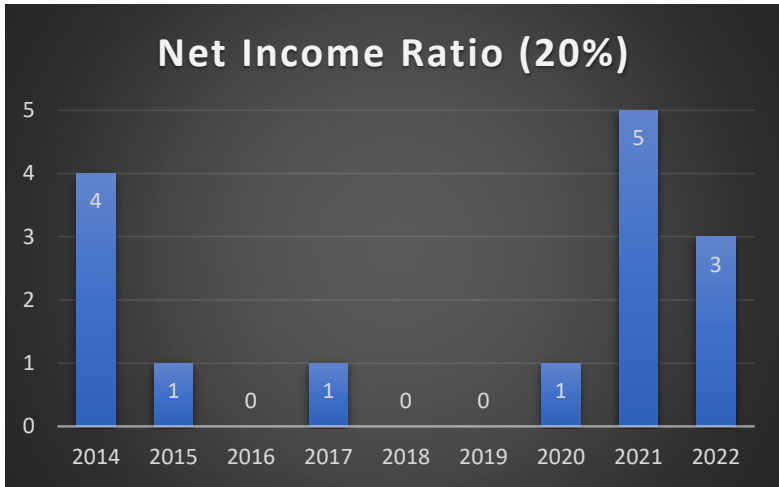
	FY22 Budget	FY22 EOY Actuals	% Variance	\$ Variance	FY22 Budget with HEERF Offset	FY22 EOY Actuals with HEERF Offset	% Variance	\$ Variance
Revenue								
State Funding	\$18,449,259	\$18,449,269	0.0%	\$10	\$18,449,259	\$18,449,269	0.0%	\$10
Tuition & Student Fees	\$29,278,951	\$27,077,293	-7.5%	(\$2,201,658)	\$29,278,951	\$27,077,293	-7.5%	(\$2,201,658)
Scholarship	(\$5,548,908)	(\$5,126,897)	-7.6%	\$422,011	(\$5,548,908)	(\$5,126,897)	-7.6%	\$422,011
Other Income								
Commissions	\$551,000	\$479,767	-12.9%	(\$71,233)	\$551,000	\$479,767	-12.9%	(\$71,233)
Grants	\$211,250	\$214,333	1.5%	\$3,083	\$211,250	\$214,333	1.5%	\$3,083
Miscellaneous Revenue	\$525,000	\$927,888	76.7%	\$402,888	\$525,000	\$927,888	76.7%	\$402,888
Service Fees/Memberships	\$240,000	\$321,768	34.1%	\$81,768	\$240,000	\$321,768	34.1%	\$81,768
Ticket Sales/Rentals	\$463,000	\$700,524	51.3%	\$237,524	\$463,000	\$700,524	51.3%	\$237,524
Other Income Total	\$1,990,250	\$2,644,281	32.9%	\$654,031	\$1,990,250	\$2,644,281	32.9%	\$654,031
<i>Revenue Adjustment (HEERF)</i>	<i>\$0</i>	<i>\$0</i>			<i>\$3,000,000</i>	<i>\$3,006,047</i>		
Revenue Total	\$44,169,552	\$43,043,946	-2.5%	(\$1,125,606)	\$47,169,552	\$46,049,993	-2.4%	(\$1,119,559)
Expense								
Compensation								
Benefits	\$9,528,161	\$8,244,444	-13.5%	(\$1,283,717)	\$9,528,161	\$8,244,444	-13.5%	(\$1,283,717)
Salaries	\$23,511,957	\$22,231,839	-5.4%	(\$1,280,118)	\$23,511,957	\$22,231,839	-5.4%	(\$1,280,118)
Compensation Total	\$33,040,119	\$30,476,283	-7.8%	(\$2,563,835)	\$33,040,119	\$30,476,283	-7.8%	(\$2,563,835)
Non-Compensation								
Equipment	\$820,140	\$2,019,477	146.2%	\$1,199,337	\$820,140	\$2,019,477	146.2%	\$1,199,337
External Pro Services	\$982,231	\$1,028,496	4.7%	\$46,265	\$982,231	\$1,028,496	4.7%	\$46,265
Information/Comm/Shipping	\$879,306	\$917,021	4.3%	\$37,715	\$879,306	\$917,021	4.3%	\$37,715
Maintenance & Service Contracts	\$3,022,673	\$3,723,092	23.2%	\$700,419	\$3,022,673	\$3,723,092	23.2%	\$700,419
Meal Plan Expense	\$1,475,547	\$1,772,785	20.1%	\$297,238	\$1,475,547	\$1,772,785	20.1%	\$297,238
Miscellaneous Expense	\$1,463,373	\$2,106,760	44.0%	\$643,387	\$1,463,373	\$2,106,760	44.0%	\$643,387
Supplies	\$1,092,182	\$832,179	-23.8%	(\$260,003)	\$1,092,182	\$832,179	-23.8%	(\$260,003)
Travel	\$566,433	\$885,158	56.3%	\$318,725	\$566,433	\$885,158	56.3%	\$318,725
Utilities	\$1,429,175	\$1,405,901	-1.6%	(\$23,274)	\$1,429,175	\$1,405,901	-1.6%	(\$23,274)
Non-Compensation Total	\$11,731,060	\$14,690,868	25.2%	\$2,959,808	\$11,731,060	\$14,690,868	25.2%	\$2,959,808
<i>Expense Adjustment (HEERF)</i>	<i>\$0</i>	<i>\$0</i>			<i>(\$1,000,000)</i>	<i>(\$1,236,508)</i>		
Expense Total	\$44,771,179	\$45,167,151	0.9%	\$395,973	\$43,771,179	\$43,930,643	0.4%	\$159,465
Net Transfer to Capital Fund	\$1,567,276	\$1,567,276	0.0%	\$0	\$1,567,276	\$1,567,276	0.0%	\$0
Net Operating Surplus (Deficit)	(\$2,168,903)	(\$3,690,481)	70.2%	(\$1,521,578)	\$1,831,097	\$552,074	-69.9%	(\$1,279,022)



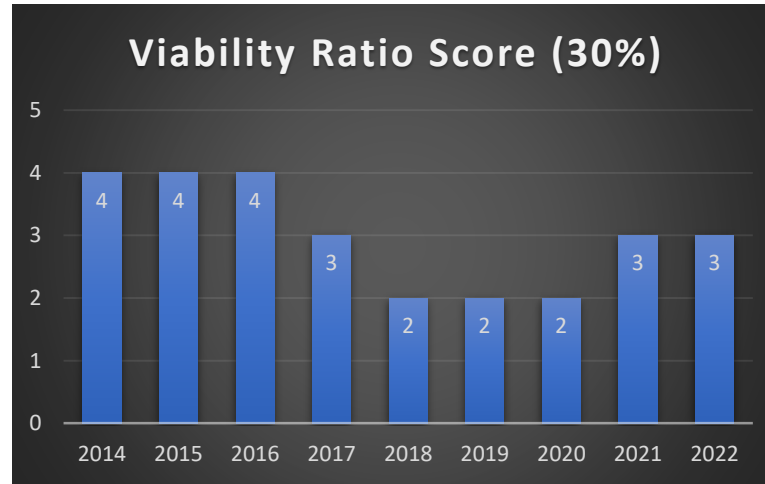
NOTE: Support from the Higher Education Emergency Relief Fund (HEERF) is considered a voluntary nonexchange transaction under GASB Statement No. 33, and is therefore classified as nonoperating revenue on the university's financial statements.

(Source: COVID-19 Accounting Tutorial, National Association of College and University Business Officers, April 14, 2021.)

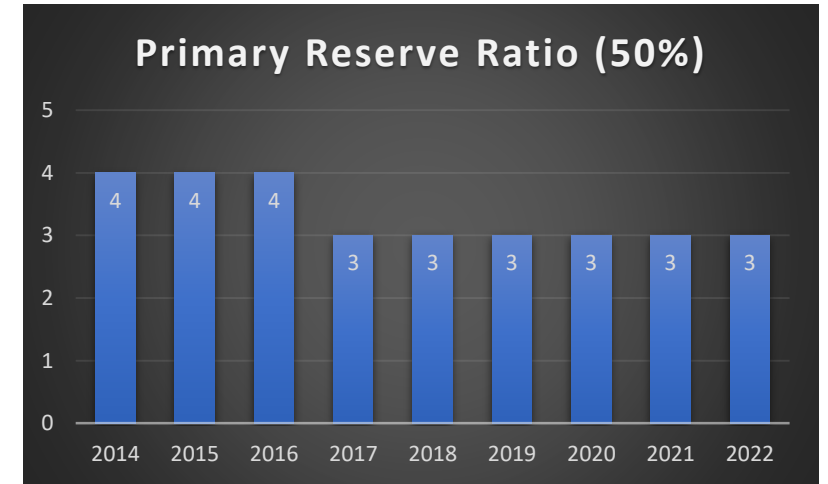
Senate Bill 6 Ratios*



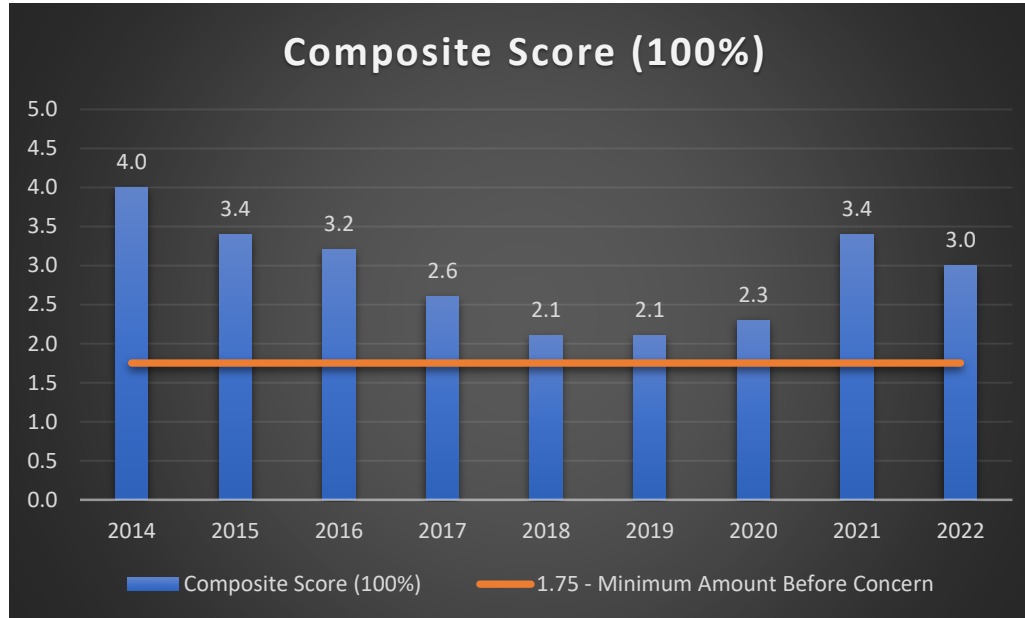
***Net income ratio:** change in total net assets ÷ total revenues. = 20% of composite score



***Viability ratio:** expendable net assets ÷ plant debt. = 30% of composite score



***Primary reserve ratio:** expendable net assets ÷ total operating expenses + interest on debt. = 50% of composite score



What the ratios mean:

***Net income ratio:** compares expenses and revenues to determine if a campus is operating within its resources.

***Viability ratio:** measures a campus's ability to manage long-term debt obligations.

***Primary reserve ratio:** measures a campus's ability to use reserves in the absence of future revenue.

Key metric: **Composite Score**, the sum of weighted scores of the net income, viability and primary reserve ratios.

* FY2022 scores are preliminary calculations based on the current FY2022 financial statements. They are not final until verified by ODHE.

FY23 Consolidated Operating Budget Status

Report Date 11.07.2022

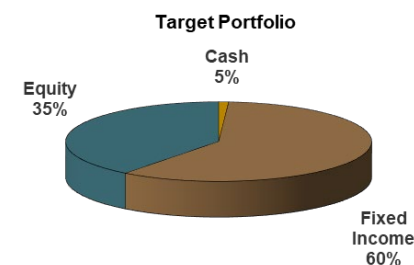
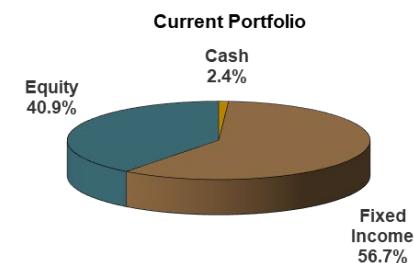
	Consolidated Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	YTD Actuals	% of Budget
Revenue							
State Funding	\$19,221,054	\$4,805,263	\$1,150,983	\$0	\$0	\$5,956,246	31.0%
Tuition & Student Fees	\$29,809,710	\$14,427,829	(\$3,108)	\$0	\$0	\$14,424,721	48.4%
Scholarship	(\$6,170,569)	(\$2,378,015)	(\$207,970)	\$0	\$0	(\$2,585,985)	41.9%
Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	
Other Income							
Commissions	\$490,950	\$54,407	\$7,257	\$0	\$0	\$61,664	12.6%
Grants	\$129,000	\$168,235	\$12,747	\$0	\$0	\$180,982	140.3%
Miscellaneous Revenue	\$604,000	\$218,280	\$85,043	\$0	\$0	\$303,323	50.2%
Service Fees/Memberships	\$285,000	\$70,827	\$24,059	\$0	\$0	\$94,886	33.3%
Ticket Sales/Rentals	\$549,900	\$181,167	\$46,436	\$0	\$0	\$227,602	41.4%
Other Income Total	\$2,058,850	\$692,916	\$175,542	\$0	\$0	\$868,458	42.2%
Revenue Total	\$44,919,045	\$17,547,992	\$1,115,446	\$0	\$0	\$18,663,439	41.5%
Expense							
Compensation							
Benefits	\$9,542,134	\$1,866,345	\$787,305	\$0	\$0	\$2,653,650	27.8%
Salaries	\$22,944,326	\$3,879,334	\$2,637,693	\$0	\$0	\$6,517,027	28.4%
Compensation Total	\$32,486,460	\$5,745,678	\$3,424,998	\$0	\$0	\$9,170,676	28.2%
Non-Compensation							
Equipment	\$192,827	\$128,063	\$3,310	\$0	\$0	\$131,373	68.1%
External Professional Services	\$955,150	\$132,662	\$210,783	\$0	\$0	\$343,445	36.0%
Information/Comm/Shipping	\$861,361	\$308,042	\$80,723	\$0	\$0	\$388,765	45.1%
Maintenance & Service Contracts	\$3,026,025	\$1,624,422	\$359,578	\$0	\$0	\$1,984,000	65.6%
Meal Plan Expense	\$1,641,448	\$310,340	\$311,763	\$0	\$0	\$622,103	37.9%
Miscellaneous Expense	\$1,546,327	\$552,902	(\$14,822)	\$0	\$0	\$538,080	34.8%
Supplies	\$1,566,754	\$224,084	\$113,202	\$0	\$0	\$337,286	21.5%
Travel	\$631,679	\$172,661	\$105,612	\$0	\$0	\$278,273	44.1%
Utilities	\$1,434,000	\$340,670	\$147,008	\$0	\$0	\$487,677	34.0%
Non-Compensation Total	\$11,855,571	\$3,793,845	\$1,317,157	\$0	\$0	\$5,111,002	43.1%
Expense Total	\$44,342,031	\$9,539,523	\$4,742,155	\$0	\$0	\$14,281,678	32.2%
Net Transfer to Capital Fund	\$1,563,925	\$0	\$0	\$0	\$0	\$0	0.0%
Operating Budget Surplus (Deficit)	(\$986,911)	\$8,008,470	(\$3,626,709)	\$0	\$0	\$4,381,761	

Shawnee State University

Asset Allocation – As of October 31, 2022



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	\$184,520	2.4%	
Total Cash Equivalents	\$184,520	2.4%	5.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,174,217	41.6%	
Vanguard Short Term Bond Index Fund	\$339,865	4.5%	
TIAA-CREF Short-Term Bond Fund	\$565,142	7.4%	
DFA Inflation Protected SEC Fund	\$122,906	1.6%	
PIMCO 1-5 Year U.S. TIPS Index Exchange Traded Fund	\$122,402	1.6%	
Total Fixed Income	\$4,324,532	56.7%	60.0%
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	\$1,052,575	13.8%	
TIAA-CREF Large Cap Value Index Fund	\$1,096,815	14.4%	
Vanguard Mid Cap Growth Index Fund	\$137,622	1.8%	
iShares Russell Mid Cap Value ETF	\$147,371	1.9%	
TIAA-CREF Small Cap Blend Index Fund	\$151,158	2.0%	
Cohen & Steers Real Estate Fund	\$36,521	0.5%	
Vanguard REIT Index Fund	\$53,203	0.7%	
Total Domestic Equity	\$2,675,265	35.1%	29.0%
International Equity			
iShares Core MSCI EAFE ETF	\$271,524	3.6%	
iShares Core MSCI Emerging Markets ETF	\$114,514	1.5%	
iShares MSCI EAFE Small Cap ETF	\$57,308	0.8%	
Total International Equity	\$443,346	5.8%	6.0%
Total Equity	\$3,118,611	40.9%	35.0%
Total Portfolio Market Value	\$7,627,663	100.0%	100.0%



TIAA INVESTMENT MARKET VALUE CHANGE FOR FY23

Asset Class/Security	Ticker	Market Value			
		as of Nov. 9, 2022	as of June 30, 2022		
<u>CASH EQUIVALENTS:</u>		\$ 343,310	\$ 255,492		
% of Total Portfolio		4.5%	3.3%		
<u>FIXED INCOME:</u>					
Fixed Income Managed Acct (US and Agency Securities)	Various	\$ 2,997,197	\$ 3,169,578		
DFA Inflation Protected Securities Portfolio	DIPSX	\$ 122,109	\$ 201,332		
PIMCO 1-5 Year U.S. TIPS Index ETF	STPZ	\$ 121,887	\$ 201,683		
TIAA-CREF Short-Term Bond Fund	TISIX	\$ 564,563	\$ 540,222		
Vanguard Short Term Bond Index Fund	VBIRX	\$ 339,170	\$ 347,717		
Total Fixed Income		\$ 4,144,926	\$ 4,460,532		
% of Total Portfolio		54.6%	57.9%		
<u>DOMESTIC EQUITY:</u>					
Cohen & Steers Real Estate Fund	CREFX	\$ 36,308	\$ 40,210		
iShares Russell Mid Cap Value ETF	IWS	\$ 146,543	\$ 142,503		
TIAA-CREF Large Cap Growth Index Fund	TILIX	\$ 1,019,085	\$ 971,764		
TIAA-CREF Large Cap Value Index Fund	TILVX	\$ 1,104,196	\$ 1,047,399		
TIAA-CREF Small Cap Blend Index Fund	TISBX	\$ 148,112	\$ 139,116		
Vanguard Mid-Cap Growth Index	VMGMX	\$ 135,443	\$ 132,366		
Vanguard REIT Index Fund	VGSLX	\$ 52,547	\$ 57,762		
Total Domestic Equity		\$ 2,642,234	\$ 2,531,120		
% of Total Portfolio		34.8%	32.8%		
<u>INTERNATIONAL EQUITY:</u>					
iShares Core MSCI EAFE ETF	IEFA	\$ 280,636	\$ 268,709		
iShares Core MSCI Emerging ETF	IEMG	\$ 120,923	\$ 132,658		
iShares MSI EAFE Small-Cap ETF	SCZ	\$ 59,254	\$ 61,414		
Total International Equity		\$ 460,813	\$ 462,781		
% of Total Portfolio		6.1%	6.0%		
Total Equity		\$ 3,103,047	\$ 2,993,901		
% of Total Portfolio		40.9%	38.8%		
TOTAL PORTFOLIO MARKET VALUE		\$ 7,591,283	\$ 7,709,925		
		100.0%	100.0%		
	TOTAL PORTFOLIO	CASH	FIXED INCOME	DOMESTIC EQUITY	INTERNATIONAL EQUITY
Value as of June 30, 2022	\$ 7,709,925	\$ 255,492	\$ 4,460,532	\$ 2,531,120	\$ 462,781
Value as of November 9, 2022	\$ 7,591,283	\$ 343,310	\$ 4,144,926	\$ 2,642,234	\$ 460,813
Diff \$	\$ (118,642)	\$ 87,818	\$ (315,606)	\$ 111,114	\$ (1,968)
Diff %	-1.54%	34.37%	-7.08%	4.39%	-0.43%

Shawnee State University

DEPARTMENT OF PUBLIC SAFETY

2022 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	1	1	0	0
BURGLARY	0	1	1	0	0
MOTOR VEHICLE THEFT	1	0	1	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2021 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	1	1	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	2	2	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 1					

2020 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
SEX OFFENSES					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	1	1	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2022	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
ARRESTS						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	2	2	0	0
JUDICIAL REFERRALS						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

2021	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
ARRESTS						
	LIQUOR LAW VIOLATIONS	0	0	0	1	0
	DRUG LAW VIOLATIONS	0	1	1	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
JUDICIAL REFERRALS						
	LIQUOR LAW VIOLATIONS	0	1	1	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

2020	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
ARRESTS						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
JUDICIAL REFERRALS						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

ON CAMPUS

Clery Hate Crime Statistics

2022 ON CAMPUS	Category of Hate Crime							National Origin	Gender Identity
	Clery Act Reportable Offenses	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
ROBBERY	0	0	0	0	0	0	0	0	
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
BURGLARY	0	0	0	0	0	0	0	0	
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
ARSON	0	0	0	0	0	0	0	0	
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
INTIMIDATION	0	0	0	0	0	0	0	0	
LARCENY	0	0	0	0	0	0	0	0	
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
Totals	0	0	0	0	0	0	0	0	

2021 ON CAMPUS	Category of Hate Crime							National Origin	Gender Identity
	Clery Act Reportable Offenses	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
ROBBERY	0	0	0	0	0	0	0	0	
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
BURGLARY	0	0	0	0	0	0	0	0	
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
ARSON	0	0	0	0	0	0	0	0	
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
INTIMIDATION	0	0	0	0	0	0	0	0	
LARCENY	0	0	0	0	0	0	0	0	
DESTRUCTION OF PROPERTY	0	0	1	0	0	0	0	0	
Totals	0	0	1	0	0	0	0	0	

2020 Clery Act Reportable Offenses	ON CAMPUS Category of Hate Crime							National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability			
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

NON CAMPUS

Clery Hate Crime Statistics

2022	NON CAMPUS	Category of Hate Crime							National Origin	Gender Identity
		Clery Act Reportable Offenses	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
	MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
	NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
	SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
	SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
	SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
	SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
	ROBBERY	0	0	0	0	0	0	0	0	
	AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
	BURGLARY	0	0	0	0	0	0	0	0	
	MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
	ARSON	0	0	0	0	0	0	0	0	
	ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
	SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
	INTIMIDATION	0	0	0	0	0	0	0	0	
	LARCENY	0	0	0	0	0	0	0	0	
	DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
	Totals	0	0	0	0	0	0	0	0	

2021	NON CAMPUS	Category of Hate Crime							National Origin	Gender Identity
		Clery Act Reportable Offenses	Race	Gender	Religion	Sexuality	Ethnicity	Disability		
	MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
	NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
	SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
	SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
	SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
	SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
	ROBBERY	0	0	0	0	0	0	0	0	
	AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
	BURGLARY	0	0	0	0	0	0	0	0	
	MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
	ARSON	0	0	0	0	0	0	0	0	
	ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
	SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
	INTIMIDATION	0	0	0	0	0	0	0	0	
	LARCENY	0	0	0	0	0	0	0	0	
	DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
	Totals	0	0	0	0	0	0	0	0	

2020 Clery Act Reportable Offenses	Category of Hate Crime							National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability			
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	0	0	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

PUBLIC PROPERTY

Clery Hate Crime Statistics

2022 Clery Act Reportable Offenses	Category of Hate Crime							National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability			
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
ROBBERY	0	0	0	0	0	0	0	0	
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
BURGLARY	0	0	0	0	0	0	0	0	
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
ARSON	0	0	0	0	0	0	0	0	
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
INTIMIDATION	0	0	0	0	0	0	0	0	
LARCENY	0	0	0	0	0	0	0	0	
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
Totals	0	0	0	0	0	0	0	0	

2021 Clery Act Reportable Offenses	Category of Hate Crime							National Origin	Gender Identity
	Race	Gender	Religion	Sexuality	Ethnicity	Disability			
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
ROBBERY	0	0	0	0	0	0	0	0	
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
BURGLARY	0	0	0	0	0	0	0	0	
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
ARSON	0	0	0	0	0	0	0	0	
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
INTIMIDATION	0	0	0	0	0	0	0	0	
LARCENY	0	0	0	0	0	0	0	0	
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
Totals	0	0	0	0	0	0	0	0	

2020 Clery Act Reportable Offenses	PUBLIC PROPERTY							Category of Hate Crime	
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity	
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0	
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0	
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0	
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0	
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0	
ROBBERY	0	0	0	0	0	0	0	0	
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	
BURGLARY	0	0	0	0	0	0	0	0	
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	
ARSON	0	0	0	0	0	0	0	0	
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0	
SIMPLE ASSAULT	0	0	0	0	0	0	0	0	
INTIMIDATION	0	0	0	0	0	0	0	0	
LARCENY	0	0	0	0	0	0	0	0	
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0	
Totals	0	0	0	0	0	0	0	0	

2022	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
VAWA Crimes						
	Dating Violence	0	0	0	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	0	0	0	0	0

2021	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
VAWA Crimes						
	Dating Violence	0	0	0	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	1	0	1	0	0

2020	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
VAWA Crimes						
	Dating Violence	0	0	0	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	0	0	0	0	0

PERSONNEL ACTIVITY REPORT FY22

November 18, 2022

New Hires

- Administrative
 - Kasey Johnson – Security Officer, Public Safety, effective September 20, 2022
 - Cheryl Neff – Head Teacher, Children’s Learning Center, effective October 3, 2022
 - Megan Widdig – Admissions Associate, effective October 3, 2022

Change of Status

- Administrative
 - Sherri Petrovich – Assistant Director Financial Aid, effective August 31, 2022

Departures

- Administrative Resignations
 - Autumn Reffit – Payroll Services Coordinator, effective October 28, 2022
 - Demetrius Brown – Residence Coordinator, effective November 11, 2022
 - Dawn Rayburn – Dean's Assistant, College of Arts & Sciences, effective November 18, 2022
- Administrative Retirements
 - Butch Kotcamp – Director, Facilities, effective December 31, 2022
 - Deborah Howell – Executive Assistant, Provost’s Office, effective December 31, 2022
 - Mark Burchett – Lab Assistant, Natural Sciences, effective December 31, 2022
 - Sue Wilson – Custodial Supervisor, Facilities, effective December 31, 2022
 - Susie Ratcliff – Institutional Grants Officer, Grants & Sponsored Programs, effective December 31, 2022
- Faculty Retirements
 - Barbara Conn – Professor, Nursing, effective December 31, 2022
 - Melinda Sissel – Assistant Professor, Occupational Therapy Assistant, effective December 31, 2022
 - Mel Goetting – Assistant Professor, School of Business, effective December 31, 2022

CAPITAL PROJECTS STATUS REPORT

October 31, 2022

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

- A single new generator is installed and is sized to provide emergency power for both the CFA and Library.
- CFA controls and installation of new VAV boxes complete. All air handling units have new controls and are running on the new Trane software platform.
- All new air handling units installed in the Library. Lighting upgrade in the lecture hall is complete. Project 95% complete.

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

- Project approximately 95% complete.
- Interior storefronts, HVAC, and electrical devices/equipment currently being installed.
- Exterior curtain wall (lower floor windows) installation continues; miscellaneous roofing complete.
- Finishes, flooring, ceilings, doors, and exterior painting complete.
- Furniture install ongoing.

Gateway and Third Street Development - \$3M (est.)

- A new campus gateway will be developed as well as a plan to reopen Third Street between Gay and Waller Streets. This will include traffic calming strategies, incorporate bicycle traffic, landscape features, and pedestrian crossings.
- Phase I construction documents complete. Project schedule and estimate in review.

Campus Master Plan Update - \$150,000 - Capital

- This project will update and revise previous master planning efforts. The 2017 campus assessment will be used to prioritize projects for infrastructure updates. The plan will include all initiatives in the Shawnee at 40 Strategic Plan.
- Information gathering started; stakeholder interviews ongoing.

IT PROJECTS STATUS REPORT

November 08, 2022

Unified Communications as a Service (UCaaS) using Microsoft TEAMS Telephony

- Collaboration Services within Office 365 TEAMS Application
 - Enterprise Telephony (TEAMS Phone)
 - Meetings (Audio/Video/Web Conferencing)
 - Unified Messaging
 - Instant Messaging and Presence
 - Mobility
 - Communication-enabled Business Processes
- Cloud based, mobile-first calling to anyone, from anywhere, at anytime
- Building upon SSU's adopted TEAMS as a campus standard for video conferencing
- Integration of all campus phone functions into Office 365 using Phone function within TEAMS
- Will replace unsupported Cisco VOIP telephony system (EA licensing has expired)
- Secured long distance dial plans using IUC state-wide purchasing agreement with Microsoft
- Ordered equipment for evaluations by Pilot groups (ITS and Business Office)
- Launched "Fast Track" services engagement with Microsoft
- Meeting weekly with Microsoft technical team to review progress
- Developing Campus Project Implementation Plan with defined scope of effort in November
- Plan to show overall reduction in annual telephony costs, post implementation

SSU Opens Registration to Students for Spring 2023 Classes

- Registration within student's MySSU portal opened October 24th at 12:30 am
- Priority registration based on earned hours, thru October 28th
- Jenzabar support-monitored services during peak demand for performance
- Completion of Jenzabar One 2022.1 upgrade completed on October 4th
- Successful registration continues