

**BOARD OF TRUSTEES  
FINANCE AND ADMINISTRATION COMMITTEE**

**June 9, 2017  
9:00 a.m., University Center, Room 214**

**Agenda**

**1.0 Action Items**

**1.1 Resolution F08-17  
Approval of Compensation Increases Administration Staff**

This resolution approves the proposed adjustments in compensation to administrative staff.

**1.2 Resolution F09-17  
Transfer of Property**

This resolution approves the proposed transfer of donated property from the University to the SSU Foundation to provide opportunities for utilization.

**1.3 Resolution F10-17  
Continuing University Spending Authority**

This resolution approves the continuation of the FY17 budget pending the adoption of the State of Ohio's FY2018-FY2019 biennium budget.

**1.4 Resolution F11-17  
SSUDF Member Appointments**

This resolution identifies new Shawnee State University Development Foundation Board members and Officers nominated and approved at the May 12, 2017 SSUDF Board meeting for the Committee's review and recommendation to the SSU Board of Trustees.

**1.5 Resolution F12-17  
Ratification of SSUDF Resolution 2017.3**

This resolution ratifies the SSUDF adoption of Resolution 2017.3, Commemorative Naming of Kricker Center.

**2.0 Information Items**

**2.1 FY17 Budget Status**

**2.2 Updates: General Fund Reserves Investment Report, Capital Projects**

**2.3 SSUDF Update: Building Acquisition**

**RESOLUTION F08-17**

**APPROVAL OF COMPENSATION INCREASES  
ADMINISTRATIVE STAFF**

WHEREAS, a comprehensive analysis of administrative classification duties was undertaken relying upon objective research (i.e., CUPA-HR compensation surveys); and

WHEREAS, the administrative (non-executive) staff has realized increases to their contributions toward health care costs equivalent to other employment groups; and

WHEREAS, the Board of Trustees has long been committed to strategic efforts to establish and sustain competitive administrative salaries and benefits essential to recruit and retain highly qualified professional staff while prudently managing university resources; and

WHEREAS, the President and the Vice President for Finance and Administration have reviewed all relevant data and recommend that eligible administrative staff whose salaries are below market receive an adjustment to base salaries of up to 5.0% and all others receive a non-recurring amount equivalent to 2.0% of base salaries but not less than \$500 for full time and \$250 for part time employees, effective July 1, 2017;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the administrative staff compensation adjustments as proposed.

(June 9, 2017)

## **RESOLUTION F09-17**

### **TRANSFER OF PROPERTY**

WHEREAS, on April 1, 2011, Our Lady of Bellefonte Hospital granted, as a donation, to the University the property located at 310-312 Chillicothe Street, Portsmouth, Ohio (Parcel # 30-0798) (the "Property"), by Deed recorded at Book 289, Page 193 of the Scioto County Records; and

WHEREAS, the University and the Shawnee State University Development Foundation ("Foundation") desire to convey title of the Property by Quit Claim Deed (attached) into the name of the Foundation; and

WHEREAS, the University has not utilized the Property to date and its proximity to other Foundation properties enables options and opportunities that will support the University and the Community; and

WHEREAS, the President recommends the transfer of this Property to the Foundation; and

WHEREAS, through its Board, the Foundation, authorized acceptance of the property per Resolution 2017.1 (attached);

THEREFORE, BE IT RESOLVED, that the Shawnee State University Board of Trustees approves the transfer of the Property by Quit Claim Deed to the Shawnee State University Development Foundation.

(June 9, 2017)

## **QUIT CLAIM DEED**

KNOW ALL MEN BY THESE PRESENTS THAT **THE BOARD OF TRUSTEES OF SHAWNEE STATE UNIVERSITY**, an Ohio body politic and instrumentality of the State of Ohio formed pursuant to Ohio Revised Code Section 3362, of 940 Second Street, Portsmouth, OH 45662, (the "Grantor"), and **SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION** (the "Grantee"), of 940 Second Street, Portsmouth, OH 45662,

WITNESSETH: That for and in consideration of the sum of ONE DOLLAR (\$1.00), cash in hand paid and other good and valuable consideration including the charitable nature of both the Grantor and Grantee, the receipt of all of which is hereby acknowledged, the Grantor, having authority to execute this Quit Claim Deed pursuant to Shawnee State University Resolution No. \_\_\_\_\_, does hereby bargain, sell and quit claim unto the Grantee, certain land lying and being in Scioto County, Ohio, and described as follows: Situated in the City of Portsmouth, County of Scioto and State of Ohio, to-wit;

The North 43 feet 8 inches of Lot 505 in the plan of subdivision of outlots numbers 24, 25, 31, 32 and 33 as said plan appears of record in Volume 0., page 409, Record of Deeds of Scioto County, Ohio. Said real property fronting 43 feet 8 inches on the East side of Chillicothe Street in said city and extending back and East of equal width 130 feet more or less to an alley in the rear thereof, reserving, however, to Moses Lehman, his heirs and assigns, forever, the right to use free of cost the South wall extending from Chillicothe Street East of the three-story brick building standing on the tract above described (being the same three-story building described in the deed from Max Lehman and wife to Moses Lehman in deed dated July 1, 1912, recorded in Deed Book 1.04, Page 25, Record of Deeds of said county) and which reservation is fully set forth in a deed from Moses Lehman and wife to Simon G. Lehman and Sylvan Lehman dated February 24, 1926, recorded in Deed Book 166, Page 288 of the Records of Deeds of Scioto County, Ohio.

Parcel # 30-0798

Previous Reference: Volume 289 Pg. 193, of the Deed Records of the Scioto County Recorder.

**To have and to hold** the same, with all the privileges and appurtenances thereunto belonging, to said Grantee, his heirs and assigns forever.

BOARD OF TRUSTEES,  
SHAWNEE STATE UNIVERSITY

By: \_\_\_\_\_  
Printed Name: Robert Howarth  
Its: Chairman

STATE OF OHIO :

COUNTY OF \_\_\_\_\_ :

I, \_\_\_\_\_, a Notary Public in and for the county aforesaid, do hereby certify that the foregoing Deed was this day produced to me in said county and duly acknowledged before me by Robert Howarth, as Chairman, on behalf of the Board of Trustees of Shawnee State University, who first stated he is the Chairman and that he is authorized to execute the foregoing document and the execution of same is his free, voluntary and true act on behalf of said public entity and the free, voluntary and true act of said public entity, on this \_\_\_\_ day of \_\_\_\_\_, 2017.

Given under my hand this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission expires: \_\_\_\_\_

This instrument prepared by:

Christopher Furey, Esq.  
Bricker & Eckler, LLP  
1001 Lakeside Ave. East  
Suite 1350  
Cleveland, Ohio 44114

**RESOLUTION 2017.1**

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF PROPERTY FROM SHAWNEE STATE UNIVERSITY TO SHAWNEE STATE UNIVERSITY FOUNDATION**

WHEREAS, the Shawnee State University Development Foundation, through its board, (the "Foundation") acts as the conduit for all donated funds and contributions on behalf of Shawnee State University (the "University") per the Policies Shawnee State University and Shawnee State Development Foundation, approved by the Board of Trustees of July 13, 2012 (the "Foundation Policies"); and

WHEREAS, on April 1, 2011, Our Lady of Bellefonte Hospital granted, as a donation, to the University the property located at 310-312 Chillicothe Street, Portsmouth, Ohio (Parcel # 30-0798) (the "Property"), by Deed recorded at Book 289, Page 193 of the Scioto County Records.; and

WHEREAS, per the Foundation and University Policies and Procedures, the Property should have been originally conveyed so to have the Property titled in the name of the Foundation; and

WHEREAS, the University and the Foundation desire to convey title of the Property into the name of the Foundation;

**NOW, THEREFORE, BE IT RESOLVED by the Board of the Shawnee State University Development Foundation, as follows:**

**Section 1. Acceptance of Transfer.** Pursuant to Section 7.1.11 of the Foundation Policies and in accordance with Section 3.1 of the University Policies and contingent upon approval by the University Board of Trustees, the Foundation hereby agrees to accept the Property by Quit Claim Deed from Shawnee State University (form attached hereto as "Exhibit A").

May 12, 2017

## **RESOLUTION F10-17**

### **CONTINUING UNIVERSITY SPENDING AUTHORITY**

WHEREAS, the State of Ohio has not completed deliberations on the State's budget including the determination of higher education funding or tuition and fee parameters for the fiscal 2018 -2019 biennium; and

WHEREAS, it is necessary to continue to meet University financial obligations, including payment of salaries and other operating expenditures pending the adoption of the state's budget;

THEREFORE, BE IT RESOLVED, the Board of Trustees approves University spending authority consistent with the level of resources as approved for FY2017 until such time the state funding levels are determined and the FY2018 operating budget is approved by the Board.

(June 9, 2017)



## **RESOLUTION F11-17**

### **SHAWNEE STATE UNIVERSITY DEVELOPMENT FOUNDATION MEMBER APPOINTMENTS**

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

WHEREAS, the Shawnee State University Development Foundation recommended the appointment of four new board members at its May 12, 2017 quarterly meeting;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the appointment of the following members to the Shawnee State University Development Foundation Board for the term expiring December 31, 2019, and the election of the following officers:

#### **Three-year Term:**

Chris Brown  
Lisa Johnson  
Lloyd Martin  
Matt Wisecup

#### **Officers – 2017**

President – Dan Mooney  
Vice President – Wayne Wheeler

(June 9, 2017)

**RESOLUTION F12-17**

**RATIFICATION OF  
SHAWNEE STATE UNIVERSITY  
DEVELOPMENT FOUNDATION RESOLUTION 2017.3**

WHEREAS, the Shawnee State University Development Foundation (“Foundation”) approved the commemorative naming of a building at an SSUDF Board meeting on May 12, 2017; and

WHEREAS, in accordance with Foundation Bylaws, this action taken via Resolution 2017.3 (copy attached) requires ratification by the University’s Board of Trustees; and

WHEREAS, the University’s Board of Trustees acknowledges and appreciates the significant contribution made by Mr. James Kricker that benefits the growth of the University;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby ratifies the SSU Development Foundation Resolution 2017.3, Commemorative Naming - Kricker Center.

(June 9, 2017)

## **RESOLUTION 2017.3**

### **Commemorative Naming – Kricker Center**

The following action shall be deemed taken by the Shawnee State University Development Foundation upon vote by the Development Foundation Board and University Board of Trustees:

WHEREAS, the Development Foundation received a significant gift from the below referenced donor according to agreed upon terms and conditions;

WHEREAS, the donor has requested a commemorative naming opportunity in acknowledgement of such gift; and

NOW, THEREFORE BE IT RESOLVED, at such time as the university occupies the building located on the property known as 221 Chillicothe Street, Portsmouth, Ohio, such building shall be named the Kricker Center.

## Status of Construction/Renovation Projects through May 31, 2017

Project	Status	Projected Budget	Funding Source
<b>Health Sciences Program Expansion (STEMM) Phase 1</b>	<ul style="list-style-type: none"> <li>Phase I ATC &amp; Kricker Hall complete.</li> <li>Project 99% complete.</li> </ul>		
<b>Health Sciences Program Expansion (STEMM) Phase 2</b>	<ul style="list-style-type: none"> <li>The space vacated by the MOT, PT and Sports Professions departments are now renovated to add additional space for both ADN and BSN programs. This includes a new zoned air handling unit, central vacuum and compressed air for the labs, and all new finishes. This project will also allow all Nursing Faculty to have offices in the space, as well as classrooms sized for increased enrollment.</li> <li>Project started 1/4/17; 90% complete.</li> <li>Phase 2 to be complete Fall, 2017.</li> </ul>	\$ 4,000,000 \$ 350,000	State Capital Local Funds
<b>Advanced Technology Center/Technology and Industrial Buildings Rehabilitation</b>	<ul style="list-style-type: none"> <li>Programming complete. Design development complete. Construction documents started.</li> <li>Additional spaces on the first floor are being designed to modernize the entire main entrance and classrooms to further develop the Business and Engineering Programs' collaboration effort that was initiated with the Health Sciences Programs Expansion Project. New finishes, HVAC, and restroom renovations will be included.</li> <li>Plastics and digital gaming programs being redesigned and rightsized for future growth.</li> </ul>	\$ 4,280,000	State Capital
<b>Athletic Complex (Rhodes Center)/Recreation, Student Health &amp; Wellness</b>	<ul style="list-style-type: none"> <li>Architect selected. Project kick off meeting complete.</li> <li>The planned facility improvements include, but are not limited to: upgrading of the building's life safety systems, ADA access, and facility infrastructure; replacement of the original (circa 1983) pool filtration systems; separating the athletic programs' cardiovascular area to permit additional space and modernization of a general student fitness area; upgrading of deteriorated exterior areas.</li> </ul>	\$ 7,150,000	Bond & Local
<b>Townhouse Renovation Project Phase 3</b>	<ul style="list-style-type: none"> <li>Complete renovation of 8 Townhouse apartments (2 quads - units 9-16).</li> <li>Renovations will replace all existing drywall with new high impact drywall. Project will renovate 32 bedrooms, 8 kitchens, 8 living rooms, and 16 bathrooms. All rooms will be examined for water infiltration, missing or degraded insulation, and damaged ductwork. All new sub-floors to be installed on 1st and 2nd floors; vinyl flooring will replace carpet in all 8 apartments.</li> <li>Project scheduled to begin May, 2017; scheduled for completion August, 2017.</li> </ul>	\$ 840,000	Bond & Local
<b>Library Rehabilitation</b>	* Project pending review of funding needs and facilities assessment results.	TBD	State Capital
<b>Facilities Campus Master Plan Update</b>	<ul style="list-style-type: none"> <li>Committee identified.</li> <li>Existing Campus Master Plan being reviewed.</li> <li>Phased approach being evaluated.</li> <li>Campus facility assessment to be completed by December, 2017.</li> </ul>	TBD	State Capital
<b>Fine Arts and Massie Hall Chiller Renewal Project</b>	<ul style="list-style-type: none"> <li>Replace 3 compressors and modernize controls to create an updated efficient chiller plant for 2 of our largest buildings.</li> <li>Both chiller plants serve multiple buildings and will serve the cooling needs for another 10 years while gaining 5-10% in efficiency.</li> <li>Massie Hall complete; Fine Arts 50% complete.</li> </ul>	\$ 286,603.00	State Capital

## **RESOLUTION 2017.2**

### **Purchase & Financing of Real Estate known as 221 Chillicothe Street**

WHEREAS, BURG DMI, LLC, the owner of certain real estate described above, said real estate being contiguous to campus and advantageous to the university's Innovation Center project, has been offered to the Shawnee State University Development Foundation ("Foundation") for purchase as a bargain sale wherein the seller/donor will gift a portion and sell a portion of the real estate to the Development Foundation.

WHEREAS, the owner of this real estate has agreed to seller finance a portion of the purchase price as hereinafter described and it is deemed in the best interest of the Foundation to purchase certain real estate according to the terms herein.

NOW THEREFORE, it is RESOLVED, that the Foundation shall purchase from BURG DMI, LLC, the real estate known as 221 Chillicothe Street, Portsmouth, Ohio and adjacent West Parking, more fully described on Exhibit "A" hereto, for the price of Eight Hundred Thousand Dollars (\$800,000.00).

The Foundation Executive Director is hereby authorized to perform all necessary acts to carry out such purchase, including but not limited to execution of a purchase agreement, HUD-1 Settlement Statement, and other documents and disclosures related to a closing and transfer of title; including distribution of unrestricted funds, funds restricted for the ITAC project, or other funds otherwise appropriately restricted for the Innovation Center project, for a down payment in an amount not to exceed Four Hundred Thousand Dollars (\$400,000.00), for distribution of like funds for closing costs and prorations in an amount not to exceed Fifty Thousand Dollars (\$50,000.00), and to execute any and all financing documents in favor of the seller not to exceed Five Hundred Thousand Dollars (\$500,000) at an interest rate not to exceed five percent, interest only for three years with a three year maturity.