

**BOARD OF TRUSTEES
FINANCE AND ADMINISTRATION COMMITTEE**

**April 22, 2022
9:00 a.m., Morris University Center 214**

Agenda

1.0 Pre-Audit Briefing by Plante Moran

2.0 Action Items

**2.1 Resolution F04-22
Approval of University Investment Committee Member Reappointment**

Dr. Jonica Burke, Vice President for Finance and Administration, will present resolution F04-22 that approves the extension of Mr. Steve Boden's membership on the University's Investment Committee.

**2.2 Resolution F05-22
Approval of AY2022-23 Tuition and Student Fees**

Dr. Burke will present resolution F05-22 that proposes AY2022-23 rates for undergraduate (guarantee and continuing) tuition and fees, graduate tuition and fees, course, program, and other student fees, and residential housing and meal plans rates for the Committee's approval to recommend to the Board of Trustees.

**2.3 Resolution F06-22
Approval of AY2022-2023 E-Campus Tuition Rates**

Dr. Burke will present Resolution F06-22 that proposes AY2022-23 E-Campus tuition rates for undergraduate, graduate, and doctoral programs for the Committee's approval to recommend to the Board of Trustees.

**2.4 Resolution F07-22
Approval of Policy 5.38, Equal Opportunity Policy**

Ms. Malonda Johnson, Executive Director Human Resources/Chief Diversity Officer, will present Resolution F07-22, Equal Opportunity Policy.

3.0 Information and Reports

3.1 Dr. Burke will provide an update on activities within Finance and Administration, including budget status and projections.

- 3.2** Mr. Ballengee, Controller, will review the TIAA cash reserves investment portfolio.
- 3.3** Ms. Johnson, will review the 3rd quarter personnel activity and Retirement Plan Committee report.



plante moran | Audit. Tax. Consulting.
Wealth Management.

Shawnee State University

Board of Trustees
Finance and Administration Committee
2022 Audit Planning Meeting



Shawnee State University

Audit Planning Agenda

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



Shawnee State University

P&M Audit Team

Keith Martinez, Engagement Partner
Keith.Martinez@plantemoran.com

614.222.9086

Josh Louge, Manager
Josh.Louge@plantemoran.com

614.222.9180

Katie Veldman, Senior
Katie.Veldman@plantemoran.com

614.222.9154



Shawnee State University

Reporting and Responsibilities

Plante Moran Deliverables

- Opining on FY 2022 University financial statements and the University's federal programs
- Opining on FY 2022 for the Development Foundation financial statements
- Letter for state "Special Purpose" Report

Plante Moran Responsibilities

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

Plante Moran Will Issue the Following Reports and Letters for 2022:

Planning Stage

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



Shawnee State University

Reporting and Responsibilities (continued)

Plante Moran Will Issue the Following Reports and Letters for 2022 (continued):

At completion of work:

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



Shawnee State University

Audit Approach

Financial Statement Audit (includes the Development Foundation)

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



Shawnee State University

Audit Approach (continued)

Financial Statement Audits (includes the Development Foundation)

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

Federal Programs Audit

- Audit is performed in compliance with federal regulations and includes compliance and internal control categories as defined by Uniform Guidance
 - Programs expected to be tested in 2022
 - Student Financial Assistance Cluster
 - Higher Education Emergency Relief Fund
 - Economic Development Cluster
 - Other programs will also be tested if required based on Uniform Guidance

Plante Moran Has Been Advised

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



Shawnee State University

Audit Approach (continued)

Materiality

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

Communications with the Finance and Administration Committee

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



Shawnee State University

Timing and Key Dates

Audit Scope Presentation to Finance and Administration Committee	April 22
Preliminary fieldwork begins (includes single audit)	May 16
Preliminary fieldwork ends	May 27
Year-end fieldwork begins – University, including single audit and Development Foundation	August 22
Draft financial statements to Plante Moran	September 9
Year-end fieldwork ends – University including single audit and Development Foundation	September 9
Closing meeting with management & final draft of financial statements	September 23
Submission of Draft Management Letter to Executive Management, if applicable	September 23
Submission of final University financial statements to State Auditor	Prior to October 15
Submission of final Development Foundation financial statements to State Auditor	Prior to October 15
Submission of final management letter to State Auditor	Prior to October 15



Shawnee State University

Peer Review Report and GAO Auditor Responsibilities

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

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

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

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



Shawnee State University

New Pronouncements

GASB 87 – Leases

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

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

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



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
- Requires transferors in public-private or public-public arrangements to recognize receivables for installment payments, deferred inflows of resources, and, when applicable, capital assets. Operators will recognize liabilities for installment payments and intangible right-to-use assets, and when applicable, deferred outflows of resources and liabilities for assets being transferred.
- Provides guidance for accounting and financial reporting for availability payment arrangements, in which a government compensates an operator for services such as designing, constructing, financing, maintaining, or operating an underlying asset for a period of time in an exchange of exchange-like transaction.

GASB 96 – Subscription-Based Information Technology Arrangements

- Effective for the fiscal year ending June 30, 2023
- Requires a government to recognize a subscription liability and an intangible right-to-use subscription asset for SBITAs



Shawnee State University

Appendix - Definitions

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



Shawnee State University

Appendix - Definitions

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



Shawnee State University

Appendix - Definitions

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



Thank you!

*We look forward to continuing
to serve Shawnee State
University!*

RESOLUTION F04-22

**APPROVAL OF UNIVERSITY INVESTMENT
COMMITTEE MEMBER REAPPOINTMENT**

WHEREAS, on June 30, 2022 Mr. Steven Boden will have completed a three-year term as a member of Shawnee State University's Investment Committee; and

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

WHEREAS, Mr. David Furbee, Investment Committee Chairperson, nominates Mr. Boden for reappointment for an additional three-year term, beginning July 1, 2022 and ending June 30, 2025; and

WHEREAS, the President concurs with this reappointment;

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the three-year reappointment of Mr. Boden to the University's Investment Committee and extends its appreciation to Mr. Boden for his continued service to the University.

(April 22, 2022)

RESOLUTION F05-22
APPROVAL OF AY2022-2023
TUITION AND STUDENT FEES

WHEREAS, tuition and general fees are utilized for instructional needs, student support services and programming, and institutional operations; and

WHEREAS, the timely establishment and communication of undergraduate and graduate tuition and fees is important to Shawnee State's continuing and returning students, to aid personal budgeting efforts, and to encourage registering for classes as early as possible; and

WHEREAS, an average Consumer Price Index (CPI) inflation rate of 2.6%, as calculated by the Ohio Department of Higher Education (ODHE) for the prior 36 months, is applied to the proposed Shawnee Advantage rate for the AY2022-23 entering cohort; and

WHEREAS, Shawnee State University, like all public universities, must proceed with pricing of services in a timely manner in order to perform normal business operations and for the development of the University's FY2022-23 operating budget, the President recommends approval of the tuition and fees schedules (attached) for the following categories:

- Undergraduate Tuition
 - Shawnee Advantage (fall 2022 – spring 2026)
 - Continuing and Returning (non-guarantee) AY2022-23
- Graduate Tuition AY2022-23
- Course and Special Program Fees AY2022-23
- Other Student Fees AY2022-23
- Residential
 - Summer Housing 2022
 - Fall 2022 Shawnee Advantage
 - Housing and Meal Plan Rates, Residential Connectivity Fee, Residential Student Programming Fee (effective fall 2022 – spring 2026)

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the proposed tuition and fees schedules permitted by the adopted 2022-2023 Ohio biennial budget, contingent upon approval by ODHE.

(April 22, 2022)

Shawnee Advantage Cohort (E)*
effective Autumn 2022 through Spring 2026

Full-Time (12 - 18 credit hours) per semester	AY 2021-22 Cohort D	AY 2022-23 Cohort E	% chg fr AY21-22
In-State Tuition	\$4,465.20	\$4,670.64	4.60%
Out-of-State Surcharge**	\$3,021.48	\$3,172.56	5.00%
Part-Time (up to and including 11 and over 18 credit hours) per credit hour	AY 2021-22 Cohort D	AY 2022-23 Cohort E	% chg fr AY21-22
In-State Tuition	\$372.10	\$389.22	4.60%
Out-of-State Surcharge**	\$251.79	\$264.38	5.00%

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

**Out-of-State surcharge does not apply to students from counties included in reciprocal agreements; Kentucky residents may be eligible for the Kentucky Scholars Program.

2022-23 Academic Year
Non-Guarantee Undergraduate Tuition Schedule
effective Autumn Semester 2022

Full-Time (12 - 18 credit hours)	AY 2021-22 (per semester)	AY 2022-23 (per semester)	% chg fr AY21-22
<i>In-State Tuition</i>			
Instructional Fee	\$3,312.60	\$3,378.84	2.0%
General Fee	\$365.52	\$372.84	2.0%
Technology Fee	\$66.12	\$67.44	2.0%
Total In-State Tuition	\$3,744.24	\$3,819.12	2.0%
<i>Out-of-State Surcharge</i>			
(does not apply to students from counties included in reciprocal agreements; Kentucky residents may be eligible for the Kentucky Scholars Program)	\$3,021.48	\$3,172.56	5.0%
<i>Career Services Fee</i>	\$48.00	\$48.00	0.0%
<i>Student Services Fee</i>	\$25.00	\$25.00	0.0%
<i>Health & Wellness Fee</i>	\$25.00	\$25.00	0.0%
<i>University Center Bond Fee</i>	\$150.00	\$150.00	0.0%
Part-Time (up to and including 11 and over 18 credit hours)	AY 2021-22 (per credit hr)	AY 2022-23 (per credit hr)	% chg fr AY21-22
<i>In-State Tuition</i>			
Instructional Fee	\$276.05	\$281.57	2.0%
General Fee	\$30.46	\$31.07	2.0%
Technology Fee	\$5.51	\$5.62	2.0%
Total In-State Tuition	\$312.02	\$318.26	2.0%
<i>Out-of-State Surcharge</i>			
(does not apply to students from counties included in reciprocal agreements; Kentucky residents may be eligible for the Kentucky Scholars Program)	\$251.79	\$264.38	5.0%
<i>Career Services Fee</i>	\$4.00	\$4.00	0.0%
<i>Student Services Fee*</i>	\$25.00	\$25.00	0.0%
<i>Health & Wellness Fee*</i>	\$25.00	\$25.00	0.0%
<i>University Center Bond Fee**</i>	\$12.50	\$12.50	0.0%
Alternative Tuition for Special Programs	AY 2021-22 (per credit hr)	AY 2022-23 (per credit hr)	% chg fr AY21-22
<i>College Credit Plus***</i>	\$50.00	\$50.00	0.0%
<i>Summer College Credit Plus equivalent programs</i>	\$50.00	\$50.00	0.0%

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

**Maximum of \$150 per semester; not charged for hours over 18.

***College Credit Plus "Option G" students pay standard undergraduate tuition rates.

2022-23 Academic Year
Graduate Tuition Schedule
effective Autumn Semester 2022

Full-Time <i>(9 - 16 credit hours)</i>	AY 2021-22 (per semester)	AY 2022-23 (per semester)	% chg fr AY21-22
<i>In-State Tuition</i>			
Instructional Fee	\$4,743.81	\$4,743.81	0.00%
General Fee	\$136.89	\$136.89	0.00%
Technology Fee	\$47.34	\$47.34	0.00%
Total In-State Tuition	\$4,928.04	\$4,928.04	0.00%
Out-of-State Surcharge*			
	\$4,050.00	\$4,252.50	5.00%
<i>Student Services Fee</i>	\$25.00	\$25.00	0.00%
<i>Health & Wellness Fee</i>	\$25.00	\$25.00	0.00%
<i>University Center Bond Fee</i>	\$150.00	\$150.00	0.00%
Part-Time <i>(up to and including 8 and over 16 credit hours)</i>	AY 2021-22 (per credit hr)	AY 2022-23 (per credit hr)	% chg fr AY21-22
<i>In-State Tuition</i>			
Instructional Fee	\$527.09	\$527.09	0.00%
General Fee	\$15.21	\$15.21	0.00%
Technology Fee	\$5.26	\$5.26	0.00%
Total In-State Tuition	\$547.56	\$547.56	0.00%
Out-of-State Surcharge*			
	\$450.00	\$472.50	5.00%
<i>Student Services Fee**</i>	\$25.00	\$25.00	0.00%
<i>Health & Wellness Fee**</i>	\$25.00	\$25.00	0.00%
<i>University Center Bond Fee***</i>	\$12.50	\$12.50	0.00%
Graduate Workshop Credit	AY 2021-22 (per credit hr)	AY 2022-23 (per credit hr)	% chg fr AY21-22
<i>Graduate Workshop Credit</i>	\$130.00	\$150.00	15.38%

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

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

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

2022-23 Academic Year
Course Fees
effective Autumn Semester 2022

Course Fees	AY 2021-22	AY 2022-23
Course Fees (per term)		
Education Field Fee (EDU1)	\$350	\$350
Education Field Fee (EDU2)	\$147	\$175
Study Abroad Course Fee (CIPA)	\$120	\$120
Course Fees (per Credit Hour)		
Arts - Tier 1 (ART1)	\$7	\$10
Arts - Tier 2 (ART2)	\$15	\$20
Arts - Tier 3 (ART3)	\$25	\$30
Athletic Training (ATTR)	\$25	\$25
Biology (BIOL)	\$25	\$25
Health Science (BSHS)	\$5	\$5
Business (BUSI)	\$10	\$10
Chemistry (CHEM)	\$25	\$25
Dental Hygiene (DTHY)	\$45	\$45
Education (EDUC)	\$15	\$15
Education, Graduate (MEUC)*	\$20	\$20
Education, Graduate Curriculum & Instruction (MECI)*	\$20	\$20
Education, Graduate Intervention Specialist (MEIS)*	\$20	\$20
Emergency Medical Technology (EMTP)	\$20	\$20
Engineering Technologies (ENGT)	\$22	\$22
Exercise Science (SSES)	\$15	\$15
Health Care Administration (BUHE)	\$20	\$20
Humanities (HUMA)	\$10	\$10
Information Systems (BUIS)	\$45	\$45
Mathematics, Graduate - Off-Campus Cohorts (MTH4)*	\$60	\$60
Mathematics, Graduate (MTH1)*	\$15	\$15
Mathematics, Graduate (MTH3)*	\$35	\$35
Mathematics, Undergraduate (MATH)	\$15	\$15
Medical Laboratory Technology (MLTC)	\$25	\$25
Natural Science (NSCI)	\$25	\$25
Nursing, A.A.S. (ADNR)	\$25	\$25
Nursing, B.S. (BSNR)	\$25	\$25
Occupational Therapy Assistant (OTAT)	\$20	\$20
Occupational Therapy, Graduate (MOT)	\$75	\$75
Physical Education (SSPE)-(SPST1)	\$5	\$10
Physical Education (SSPE)-(SPST2)	\$5	\$15
Physical Education (SSPE)-(SPST3)	\$5	\$20
Physical Therapist Assistant (PTAT)	\$20	\$20
Radiologic Technology (RDLT)	\$25	\$25
Respiratory Therapy (RPTT)	\$25	\$25
Rhetoric (MA in Composition and Rhetoric (RHET))*	\$20	\$20
Social Science (SSCI)	\$12	\$12
Sports Management (SSSM)	\$15	\$15
Developmental Reading and Writing (UNC1)	\$3	\$3
First Year Experience (UNC2)	\$12	\$12
Developmental Mathematics (UNC3)	\$17	\$17

*Fee will not be charged for AY22-23.

2022-23 Academic Year
Special Program Fees
effective Autumn Semester 2022

Dept	Degree	Program	Major/Concentration Code	AY21-22 (per semester)	AY21-22 (per semester)
AHS	AAS	Dental Hygiene	DTHY	\$80	\$80
AHS	AAS	Emergency Medical Technology	EMTP, EMTA	\$100	\$100
AHS	AAS	Medical Laboratory	MLTC	\$100	\$100
AHS	AAS	Radiologic Technology	RDLT	\$100	\$100
AHS	AAS	Respiratory Therapy	RPTT	\$100	\$100
AHS	BS	Exercise Science	EXSC	-	\$25
NURS	AAS	Nursing (same program fee as BSN)	ADNR	\$50	\$50
RHSP	AA	Occupational Therapy Assistant	OTAT	\$55	\$55
RHSP	AA	Physical Therapy Assistant	PTAT	\$60	\$60
EDUC	BSE	Early Childhood PreK-3	ECIS,EDIS,EDEC	\$60	\$60
EDUC	BSE	Middle Childhood	EDMC	\$60	\$60
EDUC	Bach/Dsp	Same fee for all EDUC programs	ADLA,MAVA,ADMA,ADLS,ADSB, ADSP,ADSE,ADSC,ADES,ADPS, ADSS,ADHI,ADSO	\$60	\$60
ENGT	BS	Digital Simulation/Game	ETGG	\$100	\$100
ENGT	BS	Plastics Eng Tech	ETPL	\$100	\$100
FDPA	BFA	Fine Arts/Graphic Design	VIDD,VIAN,VIDS,VIMT,VIIM, VAD	\$90	\$90
FDPA	BFA	Fine Arts/Gaming	GSDA	\$100	\$100
NS	BS	Biology/Pre-med	BIOM,PMED	\$100	\$100
NURS	BS	Nursing	BSNR	\$50	\$50
RHSP	MOT	Occupational Therapy	MOT	\$100	\$100
AHS	BSHS	Health Science	BSHS	\$25	\$25
EDUC	BSE	Multiage Intervention Specialist	EDIS	\$60	\$60
EDUC	MEIS	Multiage Intervention Specialist	EDIS	\$60	\$60
EDUC	MED	Curriculum & Instruction	C & I	\$60	\$60
SS	BA	Psychology	PSYC	-	\$25

2022-23 Academic Year
Fines and Cost Recovery Charges*
effective Autumn Semester 2022

Cost Recovery Charges	AY 2021-22	AY 2022-23
Equipment:		
Bike rental for international students (new)	\$30.00	\$30.00
Bike rental for international students (used)	\$25.00 refundable deposit	\$25.00 refundable deposit
Calculator rental	\$100.00 (includes \$60.00 deposit)	\$100.00 (includes \$60.00 deposit)
Lost/damaged item	cost of item	cost of item
International Programs:		
Airport transportation - Cincinnati, Columbus	\$150.00	\$150.00
Airport transportation - Huntington	\$100.00	\$100.00
BearPrint Costs (after \$15 print allowance):		
Copies - black & white	\$0.05	-
Copies - color	\$0.15	-
Library Costs:		
OhioLINK item replacement charge	\$125.00	\$125.00
OhioLINK overdue or billed item	.50/day, max \$50.00 per item	.50/day, max \$50.00 per item
Office of the Registrar:		
Transcript Service Fee	\$3.00	\$3.00
Postage charge for rush transcript	current USPS rate for priority mail express	current USPS rate for priority mail express
Charges & Fines	AY 2021-22	AY 2022-23
Disciplinary:		
Defacing University property	\$50.00 - \$400.00 plus costs	\$50.00 - \$400.00 plus costs
Discharging fire extinguisher	\$750.00 plus costs	\$750.00 plus costs
E-Chug	\$400.00	-
E-Toke	\$400.00	-
Misuse of campus technology	\$100.00	\$100.00
Moving or tampering with fire or safety equipment	\$750.00	\$750.00
Skateboarding or in-line skating	up to \$20.00 plus restitution	up to \$20.00 plus restitution
Housing Charges & Fines:		
Damages	variable, depending on type of damage	variable, depending on type of damage
Failure to dispose of trash	\$25.00 - \$100.00	\$25.00 - \$100.00
Housing during University breaks	pro-rated daily rate	pro-rated daily rate
Improper checkout	\$25.00	\$25.00
Key replacement - hard key	\$90.00	\$90.00
Key replacement - swipe card	\$12.00	\$12.00
Lock core replacement	\$90.00	\$90.00
Lockout charge	\$12.00	\$12.00
Pets in living units	\$35.00/day plus costs	\$35.00/day plus costs
Smoking in residence hall - first violation	\$250.00	\$250.00
Smoking in residence hall - second and subsequent violations	\$500.00	\$500.00
Violation of noise policy - second violation	\$25.00	\$25.00
Violation of visitation policy - second violation	\$25.00	\$25.00
Violation of visitation policy - third violation	\$50.00	\$50.00
Violation of guest policy - second violation	\$25.00	\$25.00
Violation of guest policy - third violation	\$50.00	\$50.00
Parking Fines:		
Bicycles in buildings	\$25.00	\$25.00
Driving or parking on grass	\$25.00 plus restitution of damages	\$25.00 plus restitution of damages
Immobilization	\$50.00 plus outstanding parking fines	\$50.00 plus outstanding parking fines
Improper use of permit	\$40.00	\$40.00
Parking along curb	\$25.00 plus towing & storage charge	\$25.00 plus towing & storage charge
Parking hang tag not displayed	\$25.00	\$25.00
Parking in fire lane	\$25.00	\$25.00
Parking in handicapped zone	\$250.00	\$250 (minimum)
Parking in prohibited lot	\$25.00	\$25.00
Parking outside permitted areas	\$25.00 plus surface repair cost	\$25.00 plus surface repair cost
Parking reinstatement charge	\$25.00	\$25.00
Parking with disregard for painted lines	\$25.00	\$25.00
Parking within 10 feet of fire hydrant	\$25.00	\$25.00
Parking within 20 feet of crosswalk	\$25.00	\$25.00
Parking within 30 feet of stop sign	\$25.00	\$25.00
Parking/stopping in other prohibited zone (posted)	\$25.00 plus towing & storage charge	\$25.00 plus towing & storage charge
Vehicle not registered	\$25.00	\$25.00
Payment Return Charges:		
Automated Clearinghouse (ACH) Return Charge	\$25.00	\$25.00
Bad Check Charge	\$50.00	\$50.00
Background Check Charges:		
Background Check BCI	\$27.00	\$27.00
Background Check FBI	\$30.25	\$30.25
Replacement Charges:		
Bear Card	\$10.00	\$10.00
Parking Lot Swipe Card	\$10.00	\$10.00
Parking Tag	\$25.00	\$25.00
Office Key	\$10.00	\$10.00
Student Refund Card	\$10.00	\$10.00

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

Summer 2022 Residential Rates

Campus View/Tanner/Bridgeview Court/Townhouse/Cedar House			% Change
Room Type	Full Semester	5 Week Term	
Private	\$1,534	\$767	0%
Double	\$1,278	\$639	0%

All buildings - same rate to encourage residents to stay

Meal Plan Options

No food service is provided during Summer Term.

Residential Connectivity Fee
Full (10 wk.) Semester

\$79	\$40.00
------	---------

0%

Housing and Meal Plan Rates
Shawnee Advantage Cohort E
effective Autumn 2022 through Spring 2026

Campus View/Tanner Place

Room Type	Semester Cost	Academic Year	% Change
Private	\$4,292	\$6,584	4.25%
Double	\$3,436	\$6,873	0.00%

Bridgeview Court

Room Type	Semester Cost	Academic Year	% Change
Double	\$3,436	\$6,873	0.00%
(Apartment) Double Buy Out	\$4,699	\$9,398	3.87%

Cedar House

Room Type	Semester Cost	Academic Year	% Change
Private ¹	\$3,637	\$7,274	5.05%
Double	\$2,836	\$5,671	0.00%

University Townhouse

Room Type	Semester Cost	Academic Year	% Change
Private ¹	\$3,637	\$7,274	5.05%
Double	\$2,836	\$5,671	0.00%

¹Private Rooms are only available if space permits and at the discretion of the University.

Meal Plan Options²

Plan	Semester Cost	Academic Year	% Change
Unlimited Meal Plan	\$2,225	\$4,450	4.60%
15 Meals per Week	\$2,121	\$4,243	4.60%
12 Meals per Week	\$1,910	\$3,820	4.60%
5 Meals per Week	\$961	\$1,922	New

²All meal plans except 5 meals per week include \$35 flex dollars per semester.
Freshmen campus residents are assigned the Unlimited meal plan; sophomores may select 12 or 15 meal plan; juniors or seniors may opt not to participate in a meal plan. 5 meals per week only available to juniors, seniors, and commuters.

Residential Connectivity Fee

Semester Cost	Academic Year	% Change
\$135.00	\$270.00	0.00%

Residential Student Programming Fee

Semester Cost	Academic Year	% Change
\$16.00	\$32.00	0.00%

RESOLUTION F06-22
APPROVAL OF AY2022-23 E-CAMPUS TUITION RATES

WHEREAS, a recent review of E-Campus tuition rates established in AY2020-21 that were based upon a market analysis revealed that these rates remain competitive with comparable online programs; and

WHEREAS, through resolution F01-22, the Board approved extending the waiver of the standard undergraduate rate for fully online undergraduate tuition for AY2022-23, pending approval of the Chancellor of the Department of Higher Education; and

WHEREAS, by resolution F02-22, the Board approved a discounted undergraduate tuition rate for students who enroll in online classes through Wiley Educational Services' Tuitionmanager.com or WileyBeyond programs, pending approval of the Chancellor of the Department of Higher Education;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the E-Campus Tuition Rate Schedule (attached) effective fall 2022, contingent upon approval of ODHE's obtaining waivers from the standard in-state undergraduate tuition rate.

(April 22, 2022)

E-Campus Online Tuition Schedule*

effective Autumn Semester 2022

	Per Credit Hour			
Undergraduate	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$278.00	\$291.00	\$13.00	4.68%
Out-of-State	\$283.00	\$321.00	\$38.00	13.43%
RN/BSN	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$240.00	\$251.00	\$11.00	4.58%
Out-of-State	\$245.00	\$281.00	\$36.00	14.69%
Graduate	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$452.00	\$452.00	\$0.00	0.00%
Out-of-State Surcharge	\$462.00	\$487.00	\$25.00	5.41%
M.S. Math/Certificate in Mathematical Science (continuing students)	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$452.00	\$475.00	\$23.00	5.09%
Out-of-State Surcharge	\$462.00	\$510.00	\$48.00	10.39%
M.S. Math/Certificate in Mathematical Science (new students)	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$452.00	\$500.00	\$48.00	10.62%
Out-of-State Surcharge	\$462.00	\$535.00	\$73.00	15.80%
Occupational Therapy Doctoral Program	AY21-22	AY 22-23	\$ Diff	% Diff
In-State Tuition	\$600.00	\$600.00	\$0.00	0.00%
Out-of-State Surcharge	\$650.00	\$675.00	\$25.00	3.85%

*This schedule is applicable to courses and programs delivered exclusively online. All rates are pending ODHE approval.

RESOLUTION F07-22

APPROVAL OF POLICY 5.38, EQUAL OPPORTUNITY POLICY

WHEREAS, Shawnee State University is committed to an educational and working environment that provides equal opportunity for students and employees and is free from discrimination and harassment; and

WHEREAS, the University seeks to ensure that there are structures and procedures in place that promote equal opportunity for students and employees and prohibit discrimination against any individual because of race, color, religion, age, national origin, ethnicity, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information; and

WHEREAS, the University seeks to ensure that employment actions and access to university-sponsored programs will be administered in accordance with applicable federal, state, and/or local laws, ordinances, regulations, or orders; and

WHEREAS, the Board of Trustees authorizes the President to establish procedures necessary to implement this policy effectively;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Equal Opportunity Policy 5.38.

(April 22, 2022)

Shawnee State University

POLICY TITLE:	EQUAL OPPORTUNITY POLICY
POLICY NO. :	5.38
ADMIN CODE:	3362-5-38
PAGE NO.:	1 OF 1
EFFECTIVE DATE:	04/22/2022
NEXT REVIEW DATE:	04/22/2025
RESPONSIBLE OFFICER(S):	VPF&A/HR/ODEI
APPROVED BY:	PRESIDENT

POLICY STATEMENT

Shawnee State University is committed to providing a campus environment free from discrimination and harassment. The University prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, age, national origin, ethnicity, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information.

- 1.0 This policy serves to ensure that employment actions and access to university-sponsored programs will be administered in accordance with applicable federal, state, and/or local laws, ordinances, regulations, or orders.
- 2.0 The President will ensure the establishment of procedures necessary to implement this policy effectively.

History

Effective: 4/22/2022

Applicable Procedures: 5.38:1 Recruitment & Selection Guidelines - Employees

INFORMATION ONLY

PROCEDURE TITLE:	RECRUITMENT & SELECTION - EMPLOYEES
PROCEDURE NO.:	5.38:1
RELATED POLICY:	5.38
PAGE NO.:	1 of 8
RESPONSIBLE ADMINISTRATORS:	VPF&A/HR/ODEI
EFFECTIVE DATE:	03/21/2022
NEXT REVIEW DATE:	03/01/2025
APPROVED BY:	PRESIDENT

1.0 PURPOSE

Shawnee State University is committed to creating a community that is diverse, equitable, and inclusive. Hiring qualified faculty and staff with various backgrounds, perspectives, and experiences is vital to the mission and continued growth of the University. This procedure is designed to guide University employees through the hiring process to ensure actions are taken to attract the broadest and most diverse applicant pools and hiring decisions are made equitably.

2.0 APPROVAL PROCESS FOR REGULAR POSITIONS

2.1 To establish or modify a regular budget-approved position, the hiring manager should complete the [Position Information Questionnaire](#) and forward it to the Department of Human Resources.

2.1.1 Human Resources will evaluate the duties and requirements of the position to determine the appropriate placement within the classification and compensation structure.

2.2 Once the position has been evaluated by Human Resources, the hiring manager should discuss the position with their next-level administrator and/or appropriate vice president to ensure there is an agreement to fill the position and funding is available.

2.2.1 The Budget Office should be consulted to determine available funding and/or initiate the budget transfer process.

2.2.2 New position requests should be made during the budget development process for the coming fiscal year when possible.

2.3 Hiring managers must obtain approval from appropriate University officials and offices to fill a budget-approved position before any advertisement, recruitment, or search activity. This approval is obtained by completing the [Position Requisition](#) form.

3.0 STANDARD FOR FILLING VACANT POSITIONS

- 3.1 To fulfill the University's commitment to actively recruit a diverse faculty and staff, positions must be posted and filled through a competitive search process.
- 3.1.1 A competitive search includes accepting applications from both internal and external candidates for at least two weeks for administrative and public safety positions; four weeks for faculty positions.
- 3.1.2 A competitive search is not required when a position is filled on an interim basis. Interim appointments will generally be for a maximum duration of one year. The President may extend the appointment if conditions warrant.
- 3.1.3 Search requirements for support staff positions are outlined in Article 11(B) of the [SSU/CWA Collective Bargaining Agreement](#).

4.0 CRITERIA FOR WAIVING A COMPETITIVE SEARCH

- 4.1 Requests to waive the standard search process should be rarely granted. Such requests must be approved by the President and will be considered if the below conditions apply.
- 4.1.1 Partial Waivers - partially waiving the posting requirements may take the following forms:
- 4.1.1.1 Shortened duration of a search may be granted when there is an urgent need to fill a position or if qualified applicants have already been identified for a position.
- 4.1.1.2 An internal search may be granted when there are qualified candidates across campus.
- 4.1.2 Full Waivers - waiving all posting requirements and placing an individual in the position without a competitive search may be approved when at least one of the following criteria is met:
- 4.1.2.1 Previous recruitment attempts did not result in a qualified candidate pool, and/or recruitment difficulties in attracting candidates with the required skills, knowledge, and abilities have been documented;
- 4.1.2.2 Unanticipated business requirements warrant filling the position on an expedited basis and the time needed to conduct a search would have a negative impact on meeting critical operational needs; or

4.1.2.3 Promotion of existing faculty or staff is based on the following:

- 4.1.2.3.1 There is a qualified employee in the department who is being developed for the higher-level position;
- 4.1.2.3.2 There is a qualified employee in the department for whom the new position would be a logical progression because it is an extension of their current duties/responsibilities (assuming no one else in the department is similarly situated and the employee has at least six months of satisfactory performance in the current position);
- 4.1.2.3.3 An employee or supervisor requests an audit/evaluation of a position because duties have naturally changed over time and the results of the review warrant a promotion;
- 4.1.2.3.4 A faculty member meets the promotion & tenure criteria outlined in Article 11 of the [SSU/SEA Collective Bargaining Agreement](#); or
- 4.1.2.3.5 A support staff member is selected as an internal bidder or reassigned to a different position according to Article 11 of the [SSU/CWA Collective Bargaining Agreement](#).

4.2 Hiring managers should consult with Human Resources, their next-level administrator, and/or appropriate vice president to determine the best strategy for filling the vacant position. The skillset of existing employees, recruitment goals, and approved succession plans should be considered in this decision.

5.0 PRE-SEARCH CONSULTATION – HUMAN RESOURCES & HIRING MANAGER

5.1 Before a search commences, hiring managers should consult with Human Resources to develop the position advertisement and finalize a proactive recruitment plan.

5.2 Position Advertisement – the position advertisement outlines the responsibilities, skills, experiences, and qualifications of the desired candidate. In addition, it is designed to communicate the values of the University and its commitment to fostering an environment that welcomes the contributions of multiple backgrounds, perspectives, and experiences.

5.2.1 To attract individuals from a variety of backgrounds, hiring managers are strongly encouraged to provide examples as to how their department values

diversity, equity, and inclusion and emphasize the importance of experience working with diverse populations.

5.2.2 All advertisements must include the University's Affirmative Action/Equal Opportunity Employer statement.

5.2.3 The Office of Diversity, Equity, and Inclusion will review advertisements to ensure the language is inclusive and reflects a commitment to diversity.

5.3 Recruitment Plan – to demonstrate the University is being proactive in pursuing diversity goals through recruitment, the search process will extend beyond advertising. During the pre-search consultation, Human Resources will work with the hiring manager to identify recruitment activities that will help generate a broad applicant pool. The recruitment plan should include targeted outreach efforts for underrepresented groups (i.e., women, minorities, veterans, persons with disabilities, LGBTQ+ status, first-generation college graduates, etc.) to generate a diverse pool of qualified applicants.

5.3.1 Standard Recruitment Activities - Human Resources will help departments recruit by posting the advertisement to the following job boards: PeopleAdmin, HigherEdJobs.com, OhioMeansJobs, Indeed, Facebook, LinkedIn, and Handshake.

5.3.2 Minimum Additional Advertising - the recruitment plan must include one (1) advertisement in an industry/discipline-specific journal or website, except in the case of support staff positions, when advertisement in a regional or local newspaper is acceptable. Advertisement examples:

5.3.2.1 Advertise with professional organizations in the industry/discipline;

5.3.2.2 Advertise with Career Services offices at Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), Tribal Colleges and Universities (TCUs), Women's Colleges, and Asian American and Native American Pacific Islander Serving Institutions (AANAPIs), etc.;

5.3.2.3 Advertise on national websites that are designed to help recruit minority candidates; or

5.3.2.4 Advertise on websites of organizations for military personnel and veterans.

5.3.3 Active Recruitment Activities - the recruitment plan must include at least two (2) recruitment activities for faculty, administrative and public safety

positions, and one (1) recruitment activity for support staff. Example recruitment activities:

- 5.3.3.1 Source candidates from online searches of other institutions or internal contacts. Contact these individuals directly and ask them to apply;
- 5.3.3.2 Use LinkedIn to source and contact viable candidates directly;
- 5.3.3.3 Ask faculty/staff members in your department to forward the posting to their association's listservs;
- 5.3.3.4 If attending a conference distribute recruitment packets. Gather contacts and follow-up upon return;
- 5.3.3.5 If attending a job fair collect resumes and follow up with an invitation to apply;
- 5.3.3.6 Contact a student organization and ask to distribute information about the opening on an alumni listserv;
- 5.3.3.7 Review applicants from other related searches from the recent past. Reach out to promising candidates from those searches and ask them to apply;
- 5.3.3.8 Utilize Handshake to reach out to qualified Alumni and ask them to apply;
- 5.3.3.9 Build relationships with department chairs, graduate directors, and deans in your discipline at Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), Tribal Colleges and Universities (TCUs), Women's Colleges and Asian American and Native American Pacific Islander Serving Institutions (AANAPIs);
- 5.3.3.10 Build relationships with local and regional Job and Family Services offices and the VET representatives at those offices;
- 5.3.3.11 Build relationships with organizations for individuals with disabilities; or
- 5.3.3.12 Build relationships with local and regional chambers of commerce and other organizations that support minorities.

6.0 SEARCH COMMITTEES

- 6.1 Search committees play a vital role in recruiting, evaluating, and recommending the most qualified candidates for employment by the University. Search committee members are often the first University employees that a candidate will meet. The committee is charged with representing the University as a diverse and welcoming community while carrying out the search in accordance with University policies and procedures.
- 6.2 The structure of search committees will vary depending upon the position to be filled. The size of the committee is typically between three and ten members. The composition of the committee is key to an inclusive search and the committee should:
- 6.2.1 Include individuals with different backgrounds, perspectives, and expertise.
 - 6.2.2 Include individuals with knowledge of the work area and the technical expertise to effectively evaluate candidates' qualifications.
 - 6.2.3 Represent a diverse cross-section of the University population, including members from a protected class or with a demonstrated commitment to diversity.
 - 6.2.4 Include appropriate stakeholders such as peers of the new hire, supervisors, and those with similar positions.
 - 6.2.5 Include at least one individual from outside the department/unit.
- 6.3 A search committee is responsible for recruiting for the position, evaluating applicants, participating in the interview process, and recommending finalists. Members should be available to participate fully and consistently in the entire process and to perform duties as assigned by the search chair. Each search committee member is charged with exercising their assigned responsibilities in a professional, legal, and efficient manner. Search committee responsibilities are outlined in more detail in the [Selection Guide](#).
- 6.4 To support the University's efforts in recruiting and selecting a diverse, highly-qualified faculty and staff, all search committee members are required to complete Inclusive Hiring training offered by the Office of Diversity, Equity, and Inclusion. These sessions will address laws that affect the hiring process, unconscious biases and ways to counteract them, and methods to ensure equitable hiring.

- 6.5 Search committee members are expected to review the [Selection Guide](#) and attest to their understanding of the search process by signing the [Acknowledgment Form](#).

7.0 SELECTION PROCESS

- 7.1 The [Selection Guide](#) provides an overview of the process committees should follow to screen, interview, and evaluate candidates. Included in the guide is a breakdown of the Position Profile and how it is used to assess candidates throughout the search process. The Position Profile captures essential requirements of the job and is developed by the hiring manager and/or search committee before the search commences.
- 7.2 To identify candidates who can offer diverse perspectives and have a willingness to engage in activities and initiatives that can help build a diverse community that is equitable and inclusive, committees should ask diversity-related questions during the interview phase. This will allow candidates to address how they can contribute to a culture of diversity, equity, and inclusion within our community.
- 7.3 To fulfill the University's commitment to increasing diversity final applicant pools must include at least one individual from an underrepresented group. Search chairs may submit a request for an exception to Human Resources and the appropriate vice president if there are reasons for not including a diverse candidate in the final round of interviews.
- 7.4 The search chair is responsible for submitting all the required documentation to Human Resources before an offer of employment can be made. This includes documentation of the committee's recruitment efforts, the applicant status form, and the committee's consensus ratings for the final applicants.

8.0 REVIEW OF RECRUITMENT & SELECTION PROCESS

- 8.1 To ensure search committees and Human Resources are conducting searches in accordance with this procedure the Office of Diversity, Equity, and Inclusion (ODEI) will conduct annual audits of faculty and staff searches. ODEI will randomly select ten (10) percent of all searches filled within the audit period. The audit will ensure the following:
- 8.1.1 All final applicants within each search met minimum qualifications;
 - 8.1.2 Recruitment efforts identified in each of the search plans adhered to the standards defined in these guidelines; and
 - 8.1.3 Recruitment activities were executed as described.

8.2 ODEI will collaborate with Human Resources to evaluate results and develop appropriate action plans as needed.

Ref: [Position Information Questionnaire](#)

Ref: [Position Requisition](#)

Ref: [SSU/CWA Collective Bargaining Agreement](#)

Ref: [SSU/SEA Collective Bargaining Agreement](#)

Ref: [Selection Guide](#)

Ref: [Acknowledgement Form](#)

History

Effective:03/21/2022

FY22 Consolidated Operating Budget Status

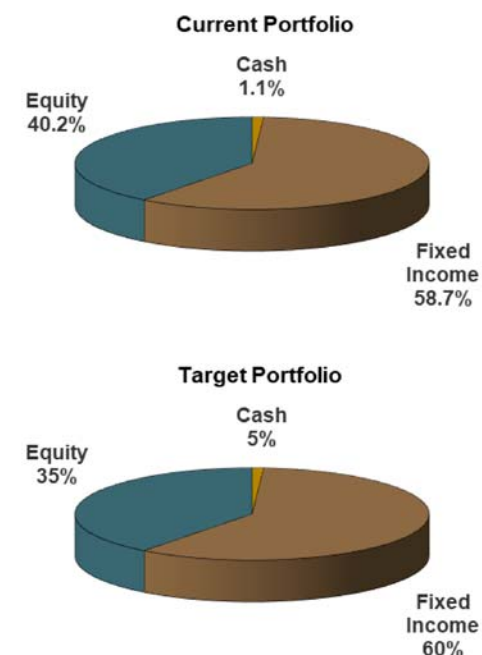
	Consolidated Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Consolidated Actuals	% Variance	\$ Variance
Revenue								
State Funding	\$18,449,259	\$4,612,317	\$4,612,317	\$4,612,317	\$0	\$13,836,951	-25.0%	(\$4,612,308)
Tuition & Student Fees	\$29,278,948	\$14,624,660	(\$86,662)	\$11,216,313	\$605	\$25,754,917	-12.0%	(\$3,524,031)
Scholarship	(\$5,547,909)	(\$2,659,938)	(\$77,648)	(\$2,303,462)	(\$18,625)	(\$5,059,673)	-8.8%	\$488,236
Transfers In	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Other Income								
Commissions	\$551,000	\$34,896	\$40,454	\$37,255	\$0	\$112,605	-79.6%	(\$438,395)
Grants	\$211,250	\$63,465	\$53,962	\$32,699	\$5,597	\$155,724	-26.3%	(\$55,526)
Miscellaneous Revenue	\$525,000	\$2,854	\$163,765	\$228,320	\$2,787	\$397,726	-24.2%	(\$127,274)
Service Fees/Memberships	\$240,000	\$87,625	\$61,204	\$77,424	\$6,001	\$232,254	-3.2%	(\$7,746)
Ticket Sales/Rentals	\$462,998	\$161,265	\$136,358	\$226,300	\$19,083	\$543,006	17.3%	\$80,008
Other Income Total	\$1,990,248	\$350,106	\$455,743	\$601,999	\$33,468	\$1,441,316	-27.6%	(\$548,932)
Revenue Total	\$44,170,546	\$16,927,145	\$4,903,750	\$14,127,167	\$15,448	\$35,973,510	-18.6%	(\$8,197,036)
Expense								
Compensation								
Benefits	(\$9,599,263)	(\$1,899,951)	(\$2,132,555)	(\$2,082,968)	(\$275)	(\$6,115,749)	36.3%	\$3,483,514
Salaries	(\$23,440,847)	(\$3,700,262)	(\$6,035,403)	(\$4,949,059)	\$338	(\$14,684,386)	37.4%	\$8,756,461
Compensation Total	(\$33,040,110)	(\$5,600,213)	(\$8,167,958)	(\$7,032,026)	\$63	(\$20,800,135)	37.0%	\$12,239,975
Non-Compensation								
Equipment	(\$820,140)	(\$387,779)	(\$913,539)	(\$108,884)	(\$22,241)	(\$1,432,443)	-74.7%	(\$612,303)
External Pro Services	(\$982,231)	(\$170,499)	(\$300,036)	(\$172,511)	(\$13,625)	(\$656,671)	33.1%	\$325,560
Information/Comm/Shipping	(\$879,306)	(\$295,979)	(\$174,634)	(\$267,478)	(\$22,352)	(\$760,443)	13.5%	\$118,863
Maintenance & Service Contracts	(\$3,023,671)	(\$1,075,360)	(\$877,114)	(\$978,265)	(\$39,888)	(\$2,970,626)	1.8%	\$53,045
Meal Plan Expense	(\$1,475,547)	(\$175,530)	(\$727,607)	(\$509,005)	(\$56,749)	(\$1,468,891)	0.5%	\$6,656
Miscellaneous Expense	(\$1,463,373)	(\$620,800)	(\$99,700)	(\$369,182)	(\$416,641)	(\$1,506,324)	-2.9%	(\$42,951)
Supplies	(\$1,092,182)	(\$158,676)	(\$165,473)	(\$214,299)	(\$11,359)	(\$549,807)	49.7%	\$542,375
Travel	(\$566,433)	(\$40,477)	(\$100,541)	(\$327,370)	(\$59,894)	(\$528,283)	6.7%	\$38,150
Utilities	(\$1,429,175)	(\$266,848)	(\$296,506)	(\$410,689)	(\$8,776)	(\$982,818)	31.2%	\$446,357
Non-Compensation Total	(\$11,732,058)	(\$3,191,947)	(\$3,655,149)	(\$3,357,683)	(\$651,526)	(\$10,856,306)	7.5%	\$875,752
Expense Total	(\$44,772,168)	(\$8,792,160)	(\$11,823,107)	(\$10,389,710)	(\$651,464)	(\$31,656,441)	29.3%	\$13,115,727
Total	(\$601,622)	\$8,134,985	(\$6,919,357)	\$3,737,457	(\$636,016)	\$4,317,070	817.6%	\$4,918,692

Shawnee State University

Asset Allocation – As of March 31, 2022



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	\$94,654	1.1%	
Total Cash Equivalents	\$94,654	1.1%	5.0%
Fixed Income			
Fixed Income Separately Managed Account	\$3,359,403	40.0%	
Vanguard Short Term Bond Index Fund	\$709,453	8.5%	
DFA Inflation Protected SEC Fund	\$435,391	5.2%	
PIMCO 1-5 Year U.S. TIPS Index Fund	\$420,640	5.0%	
Total Fixed Income	\$4,924,887	58.7%	60.0%
Domestic Equity			
TIAA-CREF Large Cap Growth Index Fund	\$1,075,310	12.8%	
TIAA-CREF Large Cap Value Index Fund	\$1,045,047	12.4%	
Vanguard Mid Cap Growth Index Fund	\$178,690	2.1%	
iShares Russell Mid Cap Value ETF	\$200,158	2.4%	
TIAA-CREF Small Cap Blend Index Fund	\$253,857	3.0%	
Cohen & Steers Real Estate Fund	\$47,081	0.6%	
Vanguard REIT Index Fund	\$68,324	0.8%	
Total Domestic Equity	\$2,868,467	34.2%	29.0%
International Equity			
iShares Core MSCI EAFE ETF	\$301,187	3.6%	
iShares Core MSCI Emerging Markets ETF	\$130,654	1.6%	
iShares MSCI EAFE Small Cap ETF	\$74,633	0.9%	
Total International Equity	\$506,474	6.0%	6.0%
Total Equity	\$3,374,941	40.2%	35.0%
Total Portfolio Market Value	\$8,394,482	100.0%	100.0%



PERSONNEL ACTIVITY REPORT FY22

3rd Quarter

April 22, 2022

New Hires

- Administrative
 - Jonica L. Burke, VPFA, effective January 4, 2022
 - James Johnson, DPS Police Officer, effective February 14, 2022
 - Todd Hollback, ITS Senior Programmer Analyst, effective January 24, 2022

Change of Status

- Administrative
 - Bill Rockwell, Athletics Operations Manager, effective March 7, 2022
 - Beth Lansky, HR Coordinator, effective January 22, 2022

Departures

- Faculty
 - John Huston – Associate Professor FDPA, effective January 7, 2022
- Administrative
 - Sarah Smith Doherty – Contracts Services & Legal Coordinator, effective March 18, 2022
 - Addison Poteet – CRA & Data Manager Coordinator, effective March 15, 2022
 - Monique Harmon – Title IX & EEO Officer, effective February 26, 2022
 - Tena Pierce – Assistant Director Admissions, effective February 24, 2022
 - Bennie Blevins – EOC Coordinator, effective February 8, 2022
 - Amanda Means – Director Enrollment Management, effective January 28, 2022
 - Shana Lawhorn – HR Systems Coordinator, effective January 14, 2022
 - Jeremy Brown – Admissions Associate, effective January 20, 2022

CAPITAL PROJECTS STATUS REPORT

March 31, 2022

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

- Includes replacement of all pneumatic and obsolete DDC controls in both buildings. A new generator will be installed in the CFA and will be sized to provide emergency power for both the CFA and Library. All new VAV boxes have been installed in the CFA. Multiple air handlers will be replaced in the Library.
- Library air handling unit installation to begin in May, 2022

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

- Project approximately 60% complete.
- Project delayed approximately 120 days due to material and manpower shortages; working with architect and contractor to validate new schedule.

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.
- Site survey and design development complete; construction documents started.

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.
- Architect interviews scheduled mid-April, 2022.