

**BOARD OF TRUSTEES
FINANCE AND FACILITIES COMMITTEE**

**September 12, 2008
9:00 a.m., Founders' Room**

Agenda

1.0 Action Items

1.1 Policy 1.05Rev. Investment Policy Revision Resolution F23-08 Action

Your approval is requested to revise Policy 1.05Rev, Investment Policy, as submitted.

1.2 Investment Committee Member Resolution F24-08 Action

Mr. Jerry Ruby is recommended for reappointment for a three-year term to the Shawnee State University Investment Committee.

1.3 Grant Proposal Resolution F25-08 Action

Your approval is requested for acceptance of a grant renewal, in the amount up to \$286,643, from the U.S. Dept. of Education for Student Support Services.

1.4 Founders Plaza and Founders Parking Lot Resolution F26-08

Your approval is requested for the designation of the plaza area to Founders Plaza and the "gold tag lot" to the Founders Parking Lot after the completion of the plaza renovation project.

2.0 Information Items

2.1 Personnel Information Information

In accordance with Policy 5.16Rev, Personnel Appointments, the attached listing summarizes personnel actions from June 26 to August 26, 2008. All personnel activity is reported in the attached consolidated report.

2.2 Center for the Arts Information

The enclosed draft report summarizes the end of year financial information for the Vern Riffe Center for the Arts for your review.

2.3 Capital Status Report Information

The enclosed capital status report reflects current information on each capital project.

2.4 Investment Report Information

Ms. Boyles will review the University's Investment Managers' activity as of July 2008.

RESOLUTION F23-08
INVESTMENT POLICY 1.05REV

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

WHEREAS, section 3.0 dictates that the Shawnee State University Investment Committee shall review and recommend revision to this investment policy and shall advise the Shawnee State University Board of Trustees through its Finance and Facilities Committee on its investments; and

WHEREAS, the Shawnee State University Investment Committee has researched and considered investment strategies over the previous year; and

WHEREAS, the Shawnee State University Investment Committee at its August 21, 2008, determined to propose language revisions to Policy 1.05Rev, Investment Policy that permits the Investment Committee greater flexibility in alternative investments, updates the policy's language, and specifies a balanced benchmark index that aligns with the University's investment pool.

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves the revisions as noted herein and reflected on the attached proposed policy.

(September 12, 2008)

Shawnee State University

AREA: BOARD OF TRUSTEES	POLICY NO.: 1.05 Rev.
	PAGE NO.: 1 OF 3
	ADMIN. CODE: 3362-1-05
	EFFECTIVE DATE:
SUBJECT: INVESTMENT POLICY	RECOMMENDED BY: Investment Com't.

Effective beginning July 1, 2002, The Shawnee State University Board of Trustees has title to University investments and these funds are held in trust. The investments are to be made consistent with this investment policy as stipulated below.

All fiduciaries implementing this investment policy are required to discharge their duties with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims.

THE FOLLOWING APPLIES TO INVESTMENTS OTHER THAN THOSE IN THE ALTERNATIVE INVESTMENT ASSET CLASS. ALTERNATIVE INVESTMENTS ARE ADDRESSED IN 9.0 BELOW.

Investments are to be made only in publicly traded securities averaging at least twenty-five percent of the average amount of the investment portfolio over the course of the previous fiscal year invested in securities of the United States Government or of its agencies or instrumentalities, the treasure of state's pooled investment program, obligation of this state or any political subdivision of this state, certificates of deposit of any national bank located in this state, written repurchase agreements with any eligible Ohio financial institution that is a member of the federal reserve system or federal home loan bank, money market funds, or bankers acceptances maturing in two hundred seventy days or less which are eligible for purchase by the federal reserve system, as a reserve.

Effective beginning July 1, 2002, the Shawnee State University Investment Committee is established.

1.0 Membership and term of each member on this Investment Committee follows:

Chair: A member of the Board of Trustees Finance and Facilities Committee as appointed by the Chair, Shawnee State University Board of Trustees. Term: A fiscal year appointment, renewable, at the discretion of the Chair, Shawnee State University Board of Trustees.

Member: The Shawnee State University Vice President for **Finance and Administration** or delegate.

Members: Three members nominated by the Chair, SSU Board of Trustees and approved by the Shawnee State University Board of Trustees. Term: Initial appointments of one, two and three years respectively. Thereafter, appointments are for three fiscal years or parts thereof.

2.0 The Investment Committee shall meet at least quarterly.

3.0 The Investment Committee shall review and recommend revision to this investment policy and shall advise the Shawnee State University Board of Trustees through its Finance and Facilities Committee on its investments.

4.0 The Investment Committee is authorized to retain an investment advisor that meets the credential criteria as outlined in law.

5.0 Each Investment Committee member must sign an agreement indicating that they will avoid conflicts of interest in performing their duties as Committee members.

6.0 INVESTMENT OBJECTIVES:

The primary objectives of the University's investment activities shall be:

Safety: Assets of the University shall be undertaken in a manner that diversifies its investments mitigating the magnitude of potential capital loss inherent in investment risk.

Return on Investment: To have, over-time, return net-of-fees that at least equals common indexes in capital markets in which the University's assets are invested.

7.0 INVESTMENT ALLOCATION:

Liquid pool and diversified investment pool are established.

The liquid pool investments can only be made in money market funds, the treasurer of the state's pooled investment program (STAR Ohio), securities, including discount notes of the United States Government or of it agencies or of its instrumentalities. A minimum of 25% of the prior fiscal year's average investment portfolio will be housed in the liquid investment pool. The actual percentage may be higher than this figure dependent upon anticipated cash flow needs with some buffer for unanticipated needs as determined by the Shawnee State University Business Office. The administration of this pool is to remain with the Shawnee State University Business Office as an agent of the Investment Committee. Returns will be reported quarterly to the Investment Committee, in-turn to the Board of Trustees.

The diversified investment pool will be invested in publicly traded securities with the following ranges of asset allocation within that pool:

		Range
Equities	50% +/- 10%	40% to 60%
Fixed Income/Bonds	50% +/- 10%	40% to 60%
Total*	100%	

*Including as a percentage of the total portfolio up to:

- 15% International Securities
- 15% Alternative Investments

Two investment managers will manage the diversified investment pool's assets, investing in pooled mutual funds only (except for alternative investments).

The Vice President for Finance and Administration or delegate has authority to allocate funds between these pools.

8.0 FURTHER DIVERSIFICATION AND INVESTMENT QUALITY, DIVERSIFIED INVESTMENT POOL

No more than 5% of each investment manager's portfolio can be invested in any single issue except U. S. government securities.

Investment in fixed income securities shall be limited to government and agency issues and other issues in the top four quality ratings of recognized credit services. Other than for alternative investments (see 9.0 below), prohibited investments include bonds rated below investment grade and derivatives which comprise a substantial part of an investment fund. Again, other than for alternative investments, investments are prohibited in: the purchase or sale of futures or options for speculation or leverage, purchase or sale of commodities, commodity contracts, or illiquid interest in real estate or mortgages.

9.0 ALTERNATIVE INVESTMENTS

Inclusion of alternative investments has the effect of improving the return versus risk outlook of the portfolio, over time. Alternative investment categories include: Hedge Funds, Private Equity/Venture Capital, Real Estate, Commodities and High Yield Bonds. Certain alternative investments invest in assets with limited liquidity and may also use derivatives such as futures and/or options to achieve their objectives. Accordingly, some of these alternative investment vehicles themselves may have limited liquidity. Additionally, some alternative investment vehicles may invest in fixed income investments with below investment grade (not in the top four quality ratings of recognized credit services) bond ratings.

10.0 MARKET BENCHMARKS

Given short-term market fluctuations, it is intended investment manager(s) will achieve the following performance objectives over a 5-year moving period, net of investment fees. It is understood that performance evaluation will occur in shorter intervals, the results of which may cause the Investment Committee to make an investment manager change.

Liquid pool, return will exceed the 3-month U.S. Treasury bills return.

Diversified investment pool, return will exceed a balanced index composed of: 30% S&P 500 Index, 6% S&P Mid Cap 400 Index, 4% S&P Small Cap 600 Index, 10% EAFE Index, 50% Lehman Brothers Aggregate Bond Index.

11.0 EVALUATION OF INVESTMENT MANAGERS

Investment managers will be reviewed quarterly based upon the following criteria:

Ability to exceed the performance objectives stated in this policy.

Adherence to the philosophy and style that were articulated to the Investment Committee at, or subsequent to, the time an investment manager was retained.

Continuity of personnel and practices at the firm.

Adopted June 14, 2002; Revised October 11, 2002, Revised April 22, 2005; Revised April 13, 2007

RESOLUTION F24-08

RE-APPOINTMENT OF INVESTMENT COMMITTEE MEMBER

WHEREAS, Jerry Ruby, Professor of Business, has completed a three-year appointment to the Shawnee State University Investment Committee for the period of July 1, 2005 through June 30, 2008; and

WHEREAS, the Shawnee State University Investment Committee recommends the re-appointment of Mr. Jerry Ruby beginning July 1, 2008 through June 30, 2011; and

WHEREAS, Mr. Howard Harcha, Chairperson of the SSU Board of Trustees, acknowledges the Board's appreciation of Mr. Ruby's prior service on this committee and his willingness to continue serving in this capacity, nominates Mr. Ruby for re-appointment to the Investment Committee;

THEREFORE BE IT RESOLVED, that the SSU Board of Trustees appoints Mr. Jerry Ruby to the SSU Investment Committee for a three-year term as noted herein.

(September 12, 2008)

RESOLUTION F25-08

Student Support Services Grant

WHEREAS, the grant summarized on the attached has been reviewed by the appropriate University committees and/or individuals, and is recommended for submission;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Shawnee State University approves the submission of the grant to the U.S. Department of Education.

(September 12, 2008)

Title: SSS Student Support Services

Grant Agency: US Department of Education

Principal Investigation: Mary Ann Malone

Percentage of P.I. Time Devoted: 100%

Purpose: The mission of Student Support Services is to increase college retention and graduation rates for eligible students and to foster an institutional climate that is supportive of these students.

Clientele to be Served: SSS will serve 180 students who are low income and/or first generation and individuals with disabilities.

Relationship to SSU Mission: Student Support Services and Shawnee State University share the same mission--to retain and graduate students.

Other Agencies/Organizations Participating in the Project: None.

Brief Description of How Project Will be Conducted: The program will operate year round but on a limited basis during summer semester. The staff will provide services that motivate participants to remain in school and graduate. Services will include academic advising, professional and peer tutoring, personal and career counseling, resources for academic and personal issues, and cultural-enrichment activities.

Funding Period: Sep 1, 2010 - Aug 31, 2014

Budget:

Grant:

Direct Costs: Year One \$286,643

Indirect Costs: Year One \$22,000

Other: Year One 0

University-In Kind: Year One 0

University Match: Year one 0

Total: Year One \$286,643 1st yr only

Resolution F26-08

Founders Plaza and Parking Lot

WHEREAS, it is valuable to the University's and community's historical memories to identify opportunities and methods for honoring key SSU "founders" at the 25th anniversary and other university occasions; and

WHEREAS, the University has secured State funds to rehabilitate and renovate the plaza area between the Administration Building and Rhodes Athletic Center and join together the Alumni Green and the Vern Riffe Center for the Arts creating a core location for university events and students activities; and

WHEREAS, the planned renovation project offers opportunities to develop sites and features that may be named for key "founders" of SSU and provides settings for memorial opportunities;

THEREFORE, BE IT RESOLVED that upon the completion of the plaza renovation project, the Plaza area and related "gold tag" parking lot be designated the Founders Plaza and Founders Parking Lot.

(September 12, 2008)

PERSONNEL INFORMATION ITEMS
SEPTEMBER 2008 BOT MEETING
Changes processed from June 26 to August 29, 2008
(Developed from information received in the HR Department through August 29, 2008)

ACADEMIC AFFAIRS DIVISION

Appointment - Faculty

Dr. Daniel Finnen, Assistant Professor in the Department of Natural Sciences, effective August 25, 2008, at an academic year salary of \$51,450. Dr. Finnen possesses a Doctorate in Chemistry from the University of Toledo, a Master of Science Degree in Chemistry from the University of Toledo, and a Bachelor of Science Degree in Education from Bowling Green State University.

Andrew D. Holbrook, Instructor in the Department of Engineering and Industrial Technologies, effective August 25, 2008, at an academic year salary of \$27,150. Mr. Holbrook possesses a Bachelor of Science Degree in Computer Engineering Technology from Shawnee State University.

James Huang, one-year full-service temporary Senior Instructor in the Department of Industrial and Engineering Technologies, effective August 25, 2008, at an academic year salary of \$50,550. Mr. Huang possesses a Master of Science Degree in Electronic Engineering from the Harbin Institute of Technology (China) and a Bachelor of Science Degree in Applied Physics from Jiangxi Agricultural University (China).

Ann Linden, reappointed for a third year full-service temporary Senior Instructor in the Department of English/Humanities, in agreement with a signed Memorandum of Understanding (MOU) with the Shawnee Education Association (SEA) permitting this action, beginning August 25, 2007, at an academic year salary of \$39,467. Ms. Linden possesses a Master of Fine Arts in Theatre History and Criticism from The Catholic University of America and a Bachelor of Arts in Theatre from Arizona State University.

Virginia Pinson, one-year full service temporary Senior Instructor in the Department of Business Administration, effective August 25, 2008, at an academic year salary of \$44,250. Ms. Pinson possesses a Master of Public Health Degree the Ohio State University and a Bachelor of Science Degree in Nursing from the Ohio State University.

John Redoutey, one-year full service temporary Instructor in the EMT/Paramedic Program, effective August 25, 2008, at an academic year salary of \$29,850. Mr. Redoutey possesses a Bachelor of Science Degree in Biology from Shawnee State University and an Associate of Applied Science in Emergency Medical Technology from Shawnee State University.

Crystal R. Sherman, one-year full service temporary Instructor in the Department of Nursing, effective August 25, 2008, at an academic year salary of \$29,850. Ms. Sherman possesses a Master of Science Degree in Nursing from the University of Kentucky and a Bachelor of Science Degree in Nursing from the University of Kentucky.

Dr. Gay Lynn Shipley, Associate Professor in the Department of Teacher Education, effective August 25, 2008, at an academic year salary of \$60,450. Dr. Shipley possesses a Doctorate in Educational Leadership/Early Childhood Education from the University of Dayton, a Master of Science in Educational Administration from the University of Dayton, and a Bachelor of Arts in Elementary and Special Education from Wilmington College.

Internal Appointment/Promotion – Administrative

Ann Marie Short, Associate Director of the Clark Memorial Library, effective August 11, 2008, at a fiscal year salary of \$54,596. Ms. Short possesses a Master of Library Science Degree from the University of Tennessee and a Bachelor of Science Degree in Sociology from the University of Mary Washington. Ms. Short has served the University as a Reference/Circulation Librarian for the past eleven years.

Resignation – Administrative

David R. Rodgers, Technical Services Librarian in the Clark Memorial Library, resignation effective August 22, 2008.

Resignation – Faculty

Terry L. Hapney, Senior Instructor in the Department of English & Humanities, resignation effective August 25, 2008

Retirement – Faculty

Sharon M. Scott, Professor in the Department of Nursing, retirement effective June 1, 2008.

BUSINESS AFFAIRS DIVISION

Nothing to Report.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Nothing to Report.

PRESIDENT'S OFFICE

Nothing to Report.

STUDENT AFFAIRS DIVISION

Resignation – Administrative

Jared D. Shoemaker, Assistant Director of Athletics and Sports Information Director, resignation effective August 8, 2008.

PERSONNEL ACTION ITEMS
SEPTEMBER 2008 BOT MEETING
Actions submitted for approval June 26 to August 29, 2008
(Developed from information received in HR Department through August 29, 2008)

ACADEMIC AFFAIRS DIVISION

Nothing to report.

DIVISION OF FINANCE AND ADMINISTRATION

Nothing to report.

OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION

Nothing to report.

PRESIDENT'S OFFICE

Nothing to report.

STUDENT AFFAIRS DIVISION

Nothing to report.



ANN MARIE SHORT

332 SUNSET DRIVE, ASHLAND, KY 41101

POSITION OFFERED

Associate Director, Clark Memorial Library

Effective Date: August 11, 2008

EDUCATION

Master of Library Science <i>University of Tennessee</i>	1973
Bachelor of Arts, Sociology <i>University of Mary Washington</i>	1970

PROFESSIONAL EXPERIENCE

Reference/Circulation Librarian <i>Shawnee State University</i>	1997-present
Regional Coordinator <i>Prichard Committee for Academic Excellence</i>	1991-1997
Reference Librarian <i>Ashland Community College</i>	1986-1990, 94-95
Director, Public Relations <i>Our Lady of Bellefonte Hospital</i>	1984-1985
Assistant Regional Librarian <i>Kentucky Department of Libraries and Archives</i>	1997-present

PROFESSIONAL MEMBERSHIPS AND CAMPUS LEADERSHIP

Professional Memberships:

- Academic Library Association of Ohio (ALAO)
- American Library Association
- Ohio Link Interlibrary Services Committee
- Southeast Regional Library System (SERLS) Continuing Education Advisory Committee

Campus Leadership:

- 2007-2008 University Administrative Assembly Co-Chair
- Excellence in Education Conference Committee
- Celebration of Scholarship Committee
- 20/20 Strategic Planning Committee – Futures Team
- Enrollment Management Committee



CRYSTAL R. SHERMAN

14328 SR 139, MINFORD, OH 45653

POSITION OFFERED

Instructor, Department of Nursing

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

Master of Science, Nursing Anticipated 8/2008
University of Kentucky

Bachelor of Science, Nursing 2000
University of Kentucky

TEACHING AND PROFESSIONAL EXPERIENCE

PRN Grant Reviewer 7/2007-present
Health Resources & Services Administration, Rockville MD

Adjunct Faculty/Special Projects Coordinator 5/2007-6/2008
Shawnee State University

Clinic Coordinator and Public Health Nurse 1/2005-5/2007
Care & Prevention Clinic, Portsmouth City Health Department

Clinic Coordinator and Public Health Nurse 11/2002-12/2004
Ross County General Health District

Help Me Grow Service Coordinator 10/2000-11/2002
Scioto County R.E.A.C.H Program

PROFESSIONAL CERTIFICATIONS AND AFFILIATIONS

- Registered Nurse, State of Kentucky
- Scioto County Local Emergency Planning Committee
- American Nurses' Association
- National Rural Health Association
- American College of Nurse Practitioners
- American Academy of Nurse Practitioners
- Association of Community Health Nurse Educators



ANDREW D. HOLBROOK

2500 FOREST AVENUE, ASHLAND, KY 41101

POSITION OFFERED

Instructor, Department of Engineering and Industrial Technologies

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

Bachelor of Science, Computer Engineering Technology 2007
Shawnee State University

PROFESSIONAL EXPERIENCE

Software Engineer 3/2007-present
Vista Gaming Corporation, Golden CO

Digital Infrastructure for Distance Learning of Engineering Technology (DIDLET) Worker 11/2005-1/2007
Shawnee State University

PROFESSIONAL ACHIEVEMENTS

- Successfully moved two games from concept, through development and testing, to casino floors. Three additional games are in the process of being released.
 - Developed game demos using C# and Microsoft's XNA game development framework.
 - Provided open-source firmware for Microchip's PIC18F4550 microcontroller
 - Designed games using software engineering tools such as UML diagrams and design patterns.
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TECHNICAL SKILLS

- Software Engineering
- Object-oriented Programming
- Proficient in the following programming languages: C, C++, C#, Java, Python, PHP, and Linux shell scripting.



JAMES Z. HUANG

13 SOUTH CHURCH ST #4, WEST CHESTER, PA 19380

POSITION OFFERED

Senior Instructor, Department of Nursing

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

Master of Science, Electronic Engineering <i>Harbin Institute of Technology, China</i>	1990
Bachelor of Science, Applied Physics <i>Jiangxi Agricultural University, China</i>	1982

RELATED TEACHING AND PROFESSIONAL EXPERIENCE

Web Service Manager <i>West Chester University, PA</i>	6/2006-present
Senior Web Developer <i>21CNinfoDevelop, Inc., Plano TX</i>	6/2005-5/2006
Software Engineer, Network Division <i>Sprint-Nextel, Overland Park, KS</i>	12/2000-10/2004
Lecturer, Computer Control & Simulation <i>Beijing Information Technology Institute, China</i>	3/1990-8/1998
Instructor, Physics Lab <i>Jiangxi Agricultural University, China</i>	8/1982-8/1987

NOTABLE PUBLICATIONS & PRESENTATIONS

Zhiyong Huang, Di Tang, *A General Purposed Macro-model for IC Operational Amplifier*, Annual Conference of China Electronics Association, Oct. 1990.

Yunque Sun, Zhiyong Huang, *The Micro-pressure Sensors and Their Application in Medical Information Adopt System*, Information Engineering, Vol. 1, January 1993.

Zhiyong Huang, *The Intelligent Instruments and Its Application in University Physics Labs*, University Physics Education, Vol. 1, January 1995.

Zhiyong Huang, *The Applied Researches on IC Macro-models and Its Application in IC Design*, Micro-Electronics and Computer, Vol. 5, October 1995.



ANN LINDEN

213 W. 9TH AVENUE, HUNTINGTON WV 25701

POSITION OFFERED

Senior Instructor, Department of English & Humanities

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

A.B.D., Theatre and Drama <i>University of Wisconsin-Madison</i>	2006
Master of Fine Arts, Theatre History and Criticism <i>The Catholic University of America, Washington D.C.</i>	1993
Bachelor of Arts, Theatre <i>Arizona State University</i>	1986

TEACHING AND PROFESSIONAL EXPERIENCE

Senior Instructor, Department of English & Humanities <i>Shawnee State University</i>	2006-present
Lecturer, Department of English & Humanities <i>Shawnee State University</i>	8/2002-2006
Assistant Professor, Department of Communications <i>West Virginia State University</i>	8/2004-8/2005
Lecturer, Department of Communications <i>Marshall University</i>	8/2002-12/2002
Teaching Assistant, Department of Communication Arts <i>University of Wisconsin-Madison</i>	8/1999-5/2002

NOTABLE PROFESSIONAL ACCOMPLISHMENTS

Publication: "Seducing the Audience: Politics in the Plays of Paula Vogel." *The Playwright's Muse*, ed. Joan Herrington. New York: Routledge, 2002. 231-252.

Director: *The Vagina Monologues*, Joan C. Edwards Playhouse, Marshall University, Spring 2004.

Faculty Co-Advisor, Women and Theatre Advisory Board, Department of Theatre, Western Michigan University	1998
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Member, Association for Theatre in Higher Education (ATHE)	1998
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JOHN E. REDOUTEY

14274 SR 73, MCDERMOTT, OH 45652

POSITION OFFERED

Instructor, EMT/Paramedic Program

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

Bachelor of Science, Biology 2000
Shawnee State University

Associate of Applied Science, Emergency Medical Technology 2000
Shawnee State University

TEACHING AND PROFESSIONAL EXPERIENCE

Adjunct Faculty, EMT/Paramedic Program 2004-present
Shawnee State University

Co-owner 2006-present
Able Medical Transport

Adjunct Faculty, Biology Lab Fall 2006
Shawnee State University

Instructor, Emergency Medical Science (EMS) 8/2006-10/2006
Pickaway-Ross Joint Vocational School

Instructor, Emergency Medical Science (EMS) 2005
Collins Career Center

PROFESSIONAL CERTIFICATIONS, LICENSES, & MEMBERSHIPS

- National EMT Registry Certification
- State Licensed EMT –Ohio, Kentucky, and West Virginia
- Certified EMS Instructor
- Active member for Scioto Squad 2 since 1996
- Active member with Union Township Fire Department



DR. DANIEL C. FINNEN

7 LOCKWOOD RD, MILAN, OH 44846

POSITION OFFERED

Assistant Professor, Natural Sciences

Effective Date: August 25, 2008

EDUCATION

Doctor of Philosophy, Chemistry <i>University of Toledo</i>	1998
Master of Science, Chemistry <i>University of Toledo</i>	1990
Master of Business Administration <i>University of Toledo</i>	Anticipated 2008
Bachelor of Science, Education <i>Bowling Green State University</i>	1986

TEACHING AND PROFESSIONAL EXPERIENCE

Visiting Assistant Professor, Chemistry <i>University of Toledo</i>	2007-2008
Visiting Assistant Professor, Chemistry <i>Denison University</i>	2003-2005
Visiting Assistant Professor, Chemistry <i>University of Toledo</i>	1998-2002
Instructor, Chemistry <i>Bowling Green State University</i>	1998-2000
Graduate Research Assistant <i>University of Toledo</i>	1987-1998

NOTABLE PUBLICATIONS & PRESENTATIONS

Latest Publication: "*Photochemical Reactions of Platinum(II) bis(acetylacetonato) with Nitrogen Containing Lewis Bases.*" Wang, F.; Wu, X.; Finnen, D.C.; Neckers, D.C. *Tetrahedron Lett.*, **2000**, 41, 7613.

Latest Presentation: "The Coordination Chemistry of Group 11 Metals with the Bulky Basic Ligand Tris Phosphine." American Crystallographic Association Annual Meeting, Atlanta GA, June 1994.



VIRGINIA L. PINSON

1640 CLAIRMONT AVENUE, WHEELERSBURG, OH 45694

POSITION OFFERED

Senior Instructor, Business Administration

Effective Date: August 25, 2008 (Temporary one-year contract)

EDUCATION

Master of Public Health 2002
Ohio State University

Bachelor of Science, Nursing 1974
Ohio State University

PROFESSIONAL AND TEACHING EXPERIENCE

Nurse Manager, Cardiopulmonary Rehabilitation Department 1985-2007
Southern Ohio Medical Center (SOMC)

- Staff Instructor, Critical Care

Nurse Manager Coronary Intensive Care Unit 1975-1985
Mercy Hospital

- Staff Instructor, Advanced Cardiac Life Support

Staff Nurse 1974-1975
Portsmouth Receiving Hospital

PROFESSIONAL MEMBERSHIPS AND ACCOMPLISHMENTS

- Member of the Respiratory Therapy Program Advisory Committee
Shawnee State University
- Various Committee Memberships at *Southern Ohio Medical Center* including: Patient Education, Magnet Nursing, Critical Care, Community Health and Wellness, Heart and Vascular Services Project, and Strategic Values Team.
- Achieved and maintained Strategic Value Dashboard scores for the Department of Cardiopulmonary Rehabilitation at SOMC.
- Applied for and achieved the Ohio Tobacco Quit Site designation for SOMC in 2006.
- Applied for and received funds from the Tobacco Settlement Grant for Pulmonary Rehabilitation in 2004-2007.
- Achieved the first Advanced Cardiac Life Support (ACLS) Provider and Instructor Certification in Scioto County (1979).



DR. GAY LYNN SHIPLEY

3688 ECKMANSVILLE RD, WINCHESTER, OH 45697

POSITION OFFERED

Associate Professor, Teacher Education

Effective Date: August 25, 2008

EDUCATION

Doctor of Philosophy, Educational Leadership/Early Childhood Education <i>University of Dayton</i>	1998
Master of Science, Educational Administration <i>University of Dayton</i>	1989
Bachelor of Arts, Elementary and Special Education <i>Wilmington College</i>	1986

TEACHING AND PROFESSIONAL EXPERIENCE

Associate Professor, Teacher Education <i>Shawnee State University</i>	1997-6/2008
Special Education Supervisor, Curriculum Director, & Preschool Education Director <i>Brown County Educational Service Center, Georgetown, OH</i>	1989-1997
Special Education (Grade 6) and High School Teacher (9-12) <i>Hillsboro City Schools (OH)</i>	1986-1989

PROFESSIONAL TRAINING AND OTHER ACADEMIC ACCOMPLISHMENTS

- National Council for Accreditation of Teacher Education (NCATE) - Teacher Licensure Programs – Early Childhood, Special Education, Middle Childhood
- Literacy Coach/Consultant to Adams County & Ohio Valley Local School District
- Assessment/Rubric Workshop, Shawnee State University
- Level III Pathwise Trainer, State of Ohio
- In-service Presenter, Collaboration, Early Childhood, Learning Organizations, Cultural Diversity, Cognitive Coaching, Teacher Mentoring
- Teacher/Consultant, University of Dayton, School of Law, Teacher Research
- Grant Recipient: Ohio Collaborative for the Humanities Grant
- Grant Recipient: Principal's Professional Development Institute

VERN RIFFE CENTER FOR THE ARTS PACE REPORT
July, 2007 Through June, 2008

	FISCAL YEAR ADJUSTED				ACTUAL THROUGH June 2007	ACTUAL THROUGH June 2008	DIFFERENCE PERCENT		
	2006-2007 ACTUAL	BUDGET 2007-2008	DIFFERENCE	PERCENT					
REVENUE									
UNIVERSITY GF	\$180,000	\$187,200	\$7,200	4.0%	\$180,000	\$216,939	\$36,939		
GIFTS	\$149,568	\$145,000	-\$4,568	-3.1%	\$149,568	\$152,484	\$2,916	1.9%	
GATE	\$318,702	\$368,000	\$49,298	15.5%	\$318,702	\$277,962	-\$40,740	-12.8%	
OTHER INCOME	\$18,997	\$39,606	\$20,609	108.5%	\$18,997	\$38,524	\$19,527	102.8%	
TOTAL REVENUE	\$667,267	\$739,806	\$72,539	10.9%	\$667,267	\$685,909	\$18,642	2.8%	
EXPENDITURES									
COMPENSATION	\$600,741	\$641,914	\$41,173	6.9%	\$600,741	\$612,334	\$11,593	1.9%	
OTHER	\$52,463	\$48,086	-\$4,377	-8.3%	\$52,463	\$60,950	\$8,487	16.2%	
TOTAL EXPENDITURES	\$653,204	\$690,000	\$36,796	5.6%	\$653,204	\$673,284	\$20,080	3.1%	
				Difference	\$14,063	\$12,625	-\$1,438	-10.2%	

Status of Projects through August 31, 2008

<u>PROJECT TITLE</u>	<u>PROJ. TYPE</u>	<u>PHASE</u>	<u>PHASE % COMPLETE</u>	<u>TOTAL PROJ. % COMPLETE</u>	<u>SCHEDULE NEXT ACTION</u>	<u>REMARKS</u>
1. Facilities Office Project	B	IV	45%	60%	Occupancy/Accepted	New offices for the Facilities and Security Departments to be developed. All walls in place. Drywall started; plumbing and HVAC nearly complete. New generator on site and ready to be placed on roof.
2. University Center	A/B	IV	5%	35%	Occupancy/Accepted	Contractors have mobilized. Office and material trailers in place. Construction fence installed. Utility relocation started. Temporary dock in place.
3. Rhodes Rehabilitation Phase II	B	IV	40%	60%	Occupancy/Accepted	New gym floor installed. Painting started. Gym floor scheduled for completion on 9/13/08. New restrooms and locker rooms started.
4. Plaza Concrete Replacement	B/C/D	II	75%	20%	Bid Documents	Schematic design accepted. Construction documents being developed.
5. Multi Purpose Sports Field	A	II	25%	08%	Bid Documents	Preliminary design started.
6. Public Address System	B	II	50%	15%	Bid Documents	New public address system to be installed in all campus buildings. New exterior siren system to be installed by 9/12/08.
7. New Tennis Courts	A/C/E	IV	50%	65%	Occupancy/Acceptance	Contractor selected. Excavation underway. Drain system in place. Completed Sub surface; ready for paving. All materials on site for court development.

Capital Construction Codes

PROJECT TYPES		PROJECT PHASES	
A-NEW CONSTRUCTION	B-REMODELING	I-PROGRAMMING	II-DESIGN
C-SITEWORK/CIVIL	D-LANDSCAPING	III-BID DOCUMENTS	IV-CONSTRUCTION
E-INTERNALLY FUNDED CAPITAL PROJECTS		V-OCCUPANCY/ACCEPTED	
F-CONSULTING			

**BALANCE INFORMATION, SSU'S MONEY MANAGERS
FY05 TO DATE**

COMMONFUND

MELLON

	Total Cumulative				Total Cumulative			
	BALANCE	CHANGE	PERCENT from prior month	Return Beginning July 1, 2005	BALANCE	CHANGE	PERCENT from prior month	Return Beginning July 1, 2005
	\$5,142,929.09				\$4,774,466.85			
Jan. 31, 2007	\$5,975,555.00	\$78,940.94	1.3%	16.2%	\$5,544,995.75	\$76,559.61	1.4%	16.1%
Feb. 28, 2007	\$5,935,654.90	-\$39,900.10	-0.7%	15.4%	\$5,532,512.63	-\$12,483.12	-0.2%	15.9%
March 31, 2007	\$5,982,336.77	\$46,681.87	0.8%	16.3%	\$5,590,634.23	\$58,121.60	1.1%	17.1%
April 30, 2007	\$6,153,999.69	\$171,662.92	2.9%	19.7%	\$5,742,944.32	\$152,310.09	2.7%	20.3%
May 31, 2007	\$6,269,651.35	\$115,651.66	1.9%	21.9%	\$5,848,128.04	\$105,183.72	1.8%	22.5%
June 30, 2007	\$6,205,948.38	-\$63,702.97	-1.0%	20.7%	\$5,798,888.45	-\$49,239.59	-0.8%	21.5%
July 31, 2007	\$6,144,033.92	-\$61,914.46	-1.0%	19.5%	\$5,716,594.35	-\$82,294.10	-1.4%	19.7%
Aug. 31, 2007	\$6,214,274.79	\$70,240.87	1.1%	20.8%	\$5,760,243.01	\$43,648.66	0.8%	20.6%
Sept. 30, 2007	\$6,431,430.35	\$217,155.56	3.5%	25.1%	\$5,913,606.35	\$153,363.34	2.7%	23.9%
Oct. 31, 2007	\$6,562,706.24	\$131,275.89	2.0%	27.6%	\$6,032,246.72	\$118,640.37	2.0%	26.3%
Nov. 30, 2007	\$6,431,100.50	-\$131,605.74	-2.0%	25.0%	\$5,908,784.30	-\$123,462.42	-2.0%	23.8%
Dec. 31, 2007	\$6,421,362.10	-\$9,738.40	-0.2%	24.9%	\$5,868,419.18	-\$40,365.12	-0.7%	22.9%
Jan. 31, 2008	\$6,171,927.91	-\$249,434.19	-3.9%	20.0%	\$5,679,962.82	-\$188,456.36	-3.2%	19.0%
Feb. 29, 2008	\$6,132,758.70	-\$39,169.21	-0.6%	19.2%	\$5,613,515.04	-\$66,447.78	-1.2%	17.6%
Mar.31, 2008	\$6,084,197.49	-\$48,561.21	-0.8%	18.3%	\$5,582,266.59	-\$31,248.45	-0.6%	16.9%
Apr. 30, 2008	\$6,276,470.14	\$192,272.65	3.2%	22.0%	\$5,744,817.55	\$162,550.96	2.9%	20.3%
May 31, 2008	\$6,350,289.19	\$73,819.05	1.2%	23.5%	\$5,773,219.47	\$28,401.92	0.5%	20.9%
June 30, 2008	\$6,072,120.11	-\$278,169.08	-4.4%	18.1%	\$5,511,752.25	-\$261,467.22	-4.5%	15.4%
July 31, 2008	\$5,979,672.30	-\$92,447.81	-1.5%	16.3%	\$5,455,455.23	-\$56,297.02	-1.0%	14.3%