



### **2.3 Investment Report**

**Information**

The investment report reflects current information.

### **2.4 Capital Status Report**

**Information**

The enclosed capital status report reflects current information on major capital projects.

### **3.0 Education: Review of SSU Employee Demographics**

Mr. Sylvia will present a report on SSU's current employee demographics.

## **RESOLUTION F08-09**

### **AFFIRMATION OF RESOLUTION E03-09 EXTENDING UNIVERSITY SPENDING AUTHORITY**

WHEREAS, the prolonged and extreme economic conditions in the nation and the state of Ohio are such that state funding and tuition revenue projections for fiscal year 2010 are uncertain; and

WHEREAS, due to these conditions and timing constraints, the SSU Board of Trustees' Executive Committee on June 25, 2009 acted to extend authority to the University to continue spending in FY10 within established parameters;

THEREFORE BE IT RESOLVED, that the SSU Board of Trustees affirms the extension of spending authority as approved by the SSU Board of Trustees' Executive Committee in accordance with Resolution E03-09 (copy attached).

(July 10, 2009)

**RESOLUTION E03-09**

**AUTHORIZATION FOR THE EXTENSION OF SPENDING AUTHORITY**

WHEREAS, the nation is experiencing financial economic challenges and the state has not yet determined higher education funding support for the fiscal 2010-2011 biennium; and

WHEREAS; in this environment, the University is unable to finalize its general and auxiliary operating budgets for FY10; and

WHEREAS, it is necessary to continue University financial obligations, including payment of faculty and staff, and limited expenditures prior to the time that the FY10 general fund and auxiliary operating budgets are finalized and approved;

THEREFORE BE IT RESOLVED, that the SSU Board of Trustees approves the extension of spending authority for expenditures consistent with the level of resources as approved for fiscal year 2009, until such time that state funding levels of support have been determined and FY10 general fund and auxiliary budgets have been approved by the SSU Board of Trustees.

(June 25, 2009)

## **RESOLUTION F09-09**

### **APPROVAL OF NEW POSITION AOD COUNSELOR, COUNSELING & PSYCHOLOGICAL SERVICES**

WHEREAS, student enrollment, and the resident student population continues to rise with the current student-to-counselor ratio more than double the national average as compared to a nationwide university survey; and

WHEREAS, issues of alcohol and other drug use on college campuses is of significant concern and there is evidence that counseling helps to retain students and improves their academic performance; and

WHEREAS, in order to respond to the expanding needs of the University in this regard, the President recommends the creation of a full-time, 12-month administrative position to expand the range of counseling services to students;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves the creation of the above-described administrative position to be funded by the Student Housing budget as estimated on the attached addendum for a three (3) year period.

(July 10, 2009)

**ANNUAL COST ESTIMATION**

**AOD COUNSELOR, COUNSELING & PSYCHOLOGICAL  
SERVICES**

**Full-time, 12-month administrative  
FLSA Exempt  
O.R. C. Unclassified  
Student Housing (Auxiliary) Budget**

Estimated Salary	\$44,825 (based on a F/T 12-month position at mid range (50%) placement of grade 43 Administrative Salary Structure)
Estimated Benefits	<u>\$29,141</u> (assumes family insurance) [18.25% + insurances at \$20,960]
Total estimated Salary and benefits	\$73,966

(July 10, 2009)

## **RESOLUTION F10-09**

### **APPOINTMENT OF INVESTMENT COMMITTEE MEMBER**

WHEREAS, Mr. Marc Cottle has completed a three year appointment to the Shawnee State University Investment Committee; and

WHEREAS, Mr. Cottle has provided exemplary service and commitment to the Committee and has expressed a willingness to continue his service; and

WHEREAS, Mr. Jack McCoy, Chairperson of the SSU Board of Trustees, nominates Marc Cottle for reappointment; and

WHEREAS member reappointments by policy are for three years;

THEREFORE BE IT RESOLVED that Mr. Marc Cottle is appointed to the SSU Investment Committee for a three-year term ending on June 30, 2012.

(July 10, 2009)

**PERSONNEL INFORMATION ITEMS**  
**JULY 2009 BOT MEETING**  
**Changes processed April 27, 2009 to July 1, 2009**  
(Developed from information received in the HR Department through July 1, 2009)

***ACADEMIC AFFAIRS DIVISION***

***Appointment – Administration***

***Beth A. Rice***, Director of the Dr. Miller and Genevieve Toombs Children’s Learning Center (CLC), effective July 14, 2009, at a fiscal year salary of \$60,783. Ms. Rice possesses a Master of Arts in Educational Administration from the University of Hawaii and a Bachelor of Arts in Special Education and Speech Pathology & Audiology from the University of Kentucky.

***Appointment – Faculty***

***Cynthia A. Ferguson***, full-service temporary Senior Instructor in the Department of Teacher Education, effective August 19, 2009, at an academic year salary of \$52,350. Ms. Ferguson possesses a Master of Education in Special Education and Supervision from Kent State University and a Bachelor of Arts in Secondary Education and English from Mount Union College.

***Jean McGlone***, full-service temporary Instructor of Medical Laboratory Technology, in the Department of Health Sciences, effective August 19, 2009, at an academic year salary of \$35,250. Ms. McGlone possesses a Bachelor of Science in Medical Technology from Morehead State University.

***Kim Vicars***, full-service Senior Instructor and Program Leader for the Occupational Therapy Assistant Program in the Department of Health Sciences, effective August 19, 2009, at an academic year salary of \$40,650. Ms. Vicars possesses a Master of Occupational Therapy and a Bachelor of Science Degree from The University of Findlay.

***Conditional Appointment – Faculty***

***Charles E. Davis***, full-service Instructor in the Department of Fine, Digital, and Performing Arts, effective August 19, 2009, at an academic year salary of \$30,750. Mr. Davis possesses a Bachelor of Arts in Graphic Design from Shawnee State University and is currently pursuing a Master of Fine Arts from the Savannah College of Art and Design. Mr. Davis’s appointment is conditional upon the completion of a Master of Fine Arts degree within two years.

***Deborah Risner*** full-service Senior Instructor in the Department of Teacher Education, effective August 19, 2009, at an academic year salary of \$52,350. Ms. Risner possesses a Master of Education in Computers in Education and a Bachelor of Science in Elementary Education from Ohio University. Ms. Risner’s appointment is conditional upon the completion of a Doctorate degree within six years.

***End of Contract – Faculty***

***Kenneth E. Fox***, Senior Instructor in the Department of Mathematics, end of full-service temporary faculty contract effective May 12, 2009.

***James Huang***, Senior Instructor in the Department of Industrial and Engineering Technologies, end of full-service temporary faculty contract effective May 12, 2009.

***Ann Linden***, Senior Instructor in the Department of English and Humanities, end of full-service temporary faculty contract effective May 12, 2009.

***Patsy Todt***, Senior Instructor in the Department of Teacher Education, end of full-service temporary contract effective May 12, 2009.

***DIVISION OF FINANCE & ADMINISTRATION***

Nothing to Report.

**OHIO APPALACHIAN CENTER FOR HIGHER EDUCATION****Resignation – Administrative**

**Tonya M. Anderson**, Coordinator of the Educational Opportunity Center (EOC) at Washington State Community College, resignation effective May 1, 2009.

**William F. Randolph**, Coordinator of the Educational Opportunity Center (EOC) at Southern State Community College, resignation effective July 1, 2009.

**PRESIDENT'S OFFICE / CENTRAL ADMINISTRATION****Appointment – Administration**

**Eric A. Braun**, Director of Development, effective August 3, 2009, at a fiscal year salary of \$82,000. Mr. Braun possesses a Juris Doctorate from Wake Forest University, a Bachelor of Arts in Politics from Wake Forest University, and is currently pursuing a Master of Business Administration from Cornell University.

**Retirement - Administration**

**Dr. Michael J. Field**, Senior Research Planning Associate, retirement effective June 30, 2009.

**STUDENT AFFAIRS DIVISION****Internal Appointment/Promotion – Administrative**

**Jeffrey Hamilton**, internal appointment to the Director of Athletics, effective July 1, 2009, at a fiscal year salary of \$61,000. In addition to administrative duties, Mr. Hamilton will retain his coaching duties as the Men's Head Basketball Coach. Mr. Hamilton possesses a Master's Degree in Physical Education from Ohio University and a Bachelor of Arts in History from the College of Wooster.

**Resignation – Administrative**

**April A. Barnette**, Athletic Trainer in the Department of Athletics, resignation effective August 1, 2009.



## BETH A. RICE

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2808 SUNRISE AVENUEW, PORTSMOUTH, OH 45662

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### POSITION OFFERED

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Director of the Dr. Miller and Genevieve Toombs Children's Learning Center

Starting Date: July 14, 2009

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### EDUCATION

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Master of Arts, Educational Administration 2001  
*University of Hawaii*

Bachelor of Arts, Special Education, Speech Pathology & Audiology 1980  
*University of Kentucky*

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### PROFESSIONAL WORK EXPERIENCE

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Consultant 2005 - present  
*Ohio Dept of Education, State Support Team, Region 15, Piketon OH*

Early Childhood Speech/Language Pathologist 2003 - 2005  
*Ross-Pike Educational Service Center (ESC), Chillicothe OH*

Early Childhood Director 1998 - 2003  
*Central Union Preschool and Kindergarten, Honolulu HI*

Infant/Early Childhood Director 1995 - 1998  
*KCAA Preschools of Hawaii, Honolulu HI*

Principal 1993 - 1995  
*Windward Nazarene Academy Preschool, Kaneohe HI*

Speech/Language Pathologist, 1980-83 & 1989-93  
*Ross-Pike ESC, Piketon OH*

Early Childhood Director 1985 - 1988  
*Nazarene International Headquarters, Kansas City MO*

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### NOTABLE PROFESSIONAL ACCOMPLISHMENTS & ACTIVITIES

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Regional Facilitator, Ohio Department of Education 2003 - present  
*Topics: OH Improvement Process, Integrated Systems Model, Positive Behavior Support*

Awarded the Castle Honors in Early Childhood Leadership Award 2001  
*Samuel and Mary Castle Foundation, Honolulu HI*

State Treasure & Executive Committee Member 2001-2003  
*Hawaii State Office, National Association for the Education of Young Children (NAEYC)*



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## CYNTHIA A. FERGUSON

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2145 27<sup>TH</sup> STREEET, PORTSMOUTH, OH 45662

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### POSITION OFFERED

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Senior Instructor, Department of Teacher Education

Start Date: August 19, 2009 (Temporary one-year contract)

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### EDUCATION

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Principal/Asst. Superintendent Certification, Educational Administration <i>Ashland University</i>	1994
Master of Education (Special Education & Supervision Specialization) <i>Kent State University</i>	1975
Bachelor of Arts (Secondary Education & English Specialization) <i>Mount Union College</i>	1973

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### TEACHING AND PROFESSIONAL EXPERIENCE

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Senior Instructor, Teacher Education (full-service temporary) <i>Shawnee State University</i>	Spring 2009
Adjunct Faculty <i>Shawnee State University</i>	2001-2008
Adjunct Faculty <i>Ohio University Southern</i>	2001-2008
Director, Children's Learning Center <i>Shawnee State University</i>	2001-2008
Curriculum Consultant <i>South Central Ohio Educational Service Center</i>	1997-2001
Early Childhood Coordinator <i>Pilasco-Ross SERRC, Portsmouth, OH</i>	1995-1997

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### RELATED PROFESSIONAL SKILLS AND TRAINING

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- Pathwise Trainer
- Ohio F.I.R.S.T. Trainer
- Co-author for Ohio Department of Education: 3DM-Data Driven Decision-Making
- Keynote Speaker for the "Week of the Young Child" Early Childhood Campus Conference at Shawnee State University, Spring 2009.
- Keynote Speaker for the Regional/State Women's Conferences
- Baldrige Trainer
- Frameworks for Teacher Instructor



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## JEAN H. MCGLONE

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595 HAZEL ROAD, VANCEBURG, KY 41176

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### POSITION OFFERED

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Instructor, Medical Laboratory Technology; Department of Health Sciences

Start Date: August 19, 2009

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### EDUCATION

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Bachelor of Science, Medical Technology 1985  
*Morehead State University*

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### TEACHING AND PROFESSIONAL EXPERIENCE

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Medical Technologist/Point of Care Testing Coordinator 1999-Present  
*Meadowview Regional Medical Center, Maysville KY*

Registered Sanitarian 1990-1996  
*Lewis County Health Department (KY)*

Medical Technologist 1986-1990  
*US Health of Southern Ohio, Portsmouth OH*

Water Tester 1981-1984  
*Morehead State University Water Lab*

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### PROFESSIONAL MEMBERSHIPS

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American Society of Clinical Pathologists



## KIM VICARS

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2663 HIGH MEADOW COURT, WHEELERSBURG, OH 45694

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### POSITION OFFERED

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Senior Instructor/Program Leader, Occupational Therapy Assistant Program;  
Department of Health Sciences

Start Date: August 19, 2009

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### EDUCATION

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Master of Occupational Therapy <i>University of Findlay</i>	2005
Bachelor of Science, Occupational Therapy <i>University of Findlay</i>	2003

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### TEACHING AND PROFESSIONAL EXPERIENCE

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Senior Instructor, Occupational Therapy (Full-service Temporary) <i>Shawnee State University</i>	8/2007 - Present
Occupational Therapist (Contract) Present <i>Pike Community Hospital</i>	3/2008 -
Occupational Therapist (Contract) Present <i>South Central Ohio Educational Service Center</i>	3/2008 -
Staff Occupational Therapist & Clinical Coordinator 4/2008 <i>Rehab Care Group, Hillview Retirement Center (SOMC Contract)</i>	3/2007 -
Adjunct Faculty, Occupational Therapy Assistant Program 8/2007 <i>Shawnee State University</i>	1/2006 -
Occupational Therapist & Therapy Program Manager 4/2007 <i>In-House Rehabilitation Solutions, Traditions of Chillicothe (Contract)</i>	8/2006 -

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### PROFESSIONAL CERTIFICATIONS & LICENSES

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National Board for Certification in Occupational Therapy, Inc.	8/2005 – Present
Ohio Occupational Therapy, Physical Therapy and Athletic Trainers Board Licenses	Through 6/2009



## CHARLES E. DAVIS, JR.

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1133 MEADOW LANE, PORTSMOUTH, OH 45662

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### POSITION OFFERED

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Instructor, Department of Fine, Digital and Performing Arts

Start Date: August 19, 2009

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### EDUCATION

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Master of Fine Arts <i>Savannah College of Art and Design</i>	2007-Present
Bachelor of Arts, Graphic Design <i>Shawnee State University</i>	2002
Associate of Science, Computer Aided Drafting & Design <i>Shawnee State University</i>	1994

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### TEACHING AND PROFESSIONAL EXPERIENCE

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Full-Service Temporary Graphic Design Instructor <i>Shawnee State University</i>	2007-Present
Adjunct Faculty, Graphic Design <i>Shawnee State University</i>	2006-2007
Mitchellace, Inc. <i>Graphic Design/Marketing</i>	2003-Present
Taylor Lumber, Inc. <i>Graphic Design/Marketing</i>	2001-2003

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### NOTABLE ACADEMIC ACCOMPLISHMENTS & PROJECTS

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Shawnee State University

- Named "Top Graphic Designer" in 2002 graduating class.



## DEBORAH C. RISNER

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1503 LANG SLOCUM RIDGE, WHEELERSBURG, OH 45694

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### POSITION OFFERED

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Senior Instructor, Department of Teacher Education

Start Date: August 19, 2009

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### EDUCATION

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Master of Education, Computers in Education <i>Ohio University</i>	1987
Bachelor of Science, Elementary Education <i>Ohio University</i>	1972

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### TEACHING AND PROFESSIONAL EXPERIENCE

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Full Time Temporary Senior instructor & Adjunct Instructor Teacher Education <i>Shawnee State University</i>	2004-present
Praxis III Assessor <i>Ohio Department of Education, Region 7</i>	2001-2009
SCITEL Coordinator <i>Washington-Nile Local School District</i>	2002-2004
Junior High Literacy Coordinator <i>Washington-Nile Local School District</i>	2001-2002
Junior High Social Studies Teacher <i>Washington-Nile Local School District</i>	1994-2001
Elementary Teacher <i>Washington-Nile Local School District</i>	1972-1994



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## ERIC A. BRAUN

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5 PALMETTO DRIVE, WRIGHTSVILLE BEACH, NC 28480

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### POSITION OFFERED

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Director of Development

Starting Date: August 3, 2009

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### EDUCATION

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Juris Doctorate <i>Wake Forest University</i>	2001
Bachelor of Arts, Politics <i>Wake Forest University</i>	1998

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### PROFESSIONAL WORK EXPERIENCE

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Attorney at Law <i>Bunch &amp; Braun, PLLC, Wilmington NC</i>	2002 - Present
Attorney at Law <i>Brock, Scott, &amp; Ingersoll, PLLC, Winston-Salem NC</i>	2001 - 2002
Summer Law Associate <i>Patterson, Dilthey, Clay, and Bryson, LLP, Raleigh NC</i>	2000
Owner/Developer <i>Cape Fear Atlantic Properties, LLC, Wilmington NC</i>	2007 - Present
Executive Producer & Host, Weekly Real Estate Radio Program <i>WSJS-AM Radio/Infinity Broadcasting, Winston-Salem NC</i>	2004-2005
Executive Producer <i>EAB Radio Network, LLC, Winston-Salem NC</i>	1999-2003

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### PROFESSIONAL LICENSURE AND CERTIFICATION

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- New York State Bar, *New York Bar Association Property Section*
- North Carolina State Bar, *North Carolina Bar Association Property Section*
- NC Fifth Judicial District Bar, *NC Bar Estate Planning & Fiduciary Law Section*
- NC Title Insurance Agency, *US District Court, NC Middle & Eastern Districts*

## Status of Projects through June 30, 2009

<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. University Center Renovation/Expansion	A/B	IV	60%	72%	Occupancy/Accepted	Building completely enclosed. Glass curtain wall in place for south area. Floor finishes started. Kitchen equipment 90% installed. Kitchen and servery cabinetry installed. Chiller plant started. Ballroom partition wall installed. Finishes started. Mechanical, electrical, and plumbing 90% complete in south addition.
2. Founders Plaza Project	B/C/D	III	5%	30%	Construction	The plaza area between the Administration Building and the Athletic Center will be totally renovated. Construction documents complete. Project bid March, 2009. Low bidder withdrew bid making project over the estimate. Change of scope complete; project re-bid in early May. Suspended; project Being reevaluated.
3. Multi Purpose Sports Field	A	II	100%	30%	Bid Documents	New multi purpose synthetic field will be located at the existing soccer field location. This multi-purpose field will allow all types of activities that are now disallowed due to the current sand-based field's inability to support heavy traffic. Suspended; project being reevaluated.
4. Public Address System	B	II	100%	30%	Bid Documents	New public address system to be installed in all campus buildings. New exterior siren system installed and tested. System design for interior buildings complete. Suspended; project being reevaluated.
5. Administration Building Renovation	B	I	10%	3%	Design	New, high efficient HVAC and lighting. Restrooms and ADA upgrades to be included. Suspended; project on hold until Admissions relocation occurs.
6. University Center, Student Service Center	B	I	5%	0%	Design	New student services center design for the north second floor. Design concepts being reviewed.
7. Office Annex Demolition	C	III	100%	30%	Construction	Building will be demolished to provide additional parking. Campus Master Plan identifies this area as green space but also is identified as a potential location for a future academic building.

### Capital Construction Codes

<b>PROJECT TYPES</b>		<b>PROJECT PHASES</b>	
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			