

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
November 14, 2008**

**Swearing-in of New Board Members**

Mr. McCoy said the first order of business would be the swearing-in of SSU's new Board member, Ms. Melissa Higgs-Horwell. Mr. McCoy administered the oath of office to Ms. Higgs-Horwell and presented her with a Shawnee State University lapel pin. Mr. McCoy welcomed Ms. Higgs-Horwell to the SSU Board of Trustees and a round of applause followed.

Chairperson Jack McCoy called the meeting to order at 1:20 p.m. noting the meeting was in compliance with RC § 121.22(F).

**Roll Call**

Members Present: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren, Ms. Dunham and Ms. Stricklett

Members Absent: None

**Approval of the November 14, 2008 Agenda**

Mr. Mooney moved and Mr. Harcha seconded a motion to approve the November 14, 2008 agenda. Without discussion, the Board unanimously approved said agenda.

**Approval of the September 12, 2008 Board Meeting Minutes**

Mr. Harcha moved and Dr. Ball seconded a motion to approve the September 12, 2008 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

**President's Report**

Dr. Morris summarized the written report that she submitted to the Board and is made a part of these minutes.

**Committee Reports**

**Academic Affairs Committee – Dr. Gail Ball**

Dr. Ball reported on behalf of the Academic and Student Affairs Committee and said the committee had no action items.

Dr. Ball reported on the Academic and Student Affairs Committee informational items.

Dr. Ball said Ms. Casey Smith, President of the Student Programming Board, reported on the activities of the SPB. Among the activities noted were the Halloween dance and the upcoming homecoming activities.

Dr. Ball reported that Mr. Jeff Hamilton, Interim Athletic Director, reported on the Fall Bear Run and the fall sports. She said Mr. Hamilton reported that there were 934 participants that pre-registered for the Fall Bear Run and that 300 participants registered the day of the event. She also noted that Mr. Hamilton said the Spring Bear Run will be held the third Wednesday in April, 2009. Dr. Ball said the men's and women's cross country teams would be participating in tournament action as well as the women's volleyball team who had a record of 36-2 for the season. Dr. Ball reported that the Waller Gym work will be completed in December.

Dr. Ball said Dr. Michael Hughes, Director, Counseling and Psychological Services, reported on the 2008 Fall Bear Care Health Fair. She said Mr. Hughes reported that there over 200 participants with 20 commercial agencies participating. She reported that this was a great educational event.

Dr. Ball reported that Dr. Dave Todt, Provost and Vice President for Academic Affairs, reported on the Shawnee 6.0 Conference that was held on October 31, 2008. Dr. Ball said Mr. Jason Conaway, with Electronic Arts, was the keynote speaker. Dr. Ball noted that over half the participants in the conference this year were high school students. She said the Shawnee Conference for interactive digital technology establishes Shawnee State University as the regional leader in the development of a high tech education and business climate.

Dr. Ball said Dr. Todt also presented a 20/20 planning update to the Committee. She said the report is expected to be completed in the spring of 2009.

Dr. Ball said Dr. Todt reported on the recently completed National Council for the Accreditation of Teacher Education (NCATE) visit. She reported that all six standards of NCATE were met.

Dr. Ball said that Dr. Hughes also reported on the trends and uses of the Shawnee State university's counseling services. She said Dr. Hughes reported that counseling across the country is increasing because the stigma associated with seeking counseling is not what it used to be and has become more main stream.

### **Finance and Facilities – Mr. Howard Harcha**

Mr. Harcha reported on behalf of the Finance and Facilities Committee and said the Committee had five action items.

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F27-08, Shawnee State University Fifteen-Year Plan, House Bill 251. Mr. Harcha said Ohio House Bill 251 mandates that universities reduce consumption by 20% by the year 2014 and

adopt a fifteen-year energy efficiency plan. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F27-08.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F28-08, Shawnee State University 403(b) Plan. Mr. Harcha said that approval was needed for the University to enter into an agreement with a third-party administrator for the University's elective annuity plans in compliance with newly enacted federal law. Mr. Harcha noted that there are 80 employees participating in the plans. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F28-08.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F29-08, Reorganization of Shawnee State University's Security Department. Mr. Harcha said Shawnee would move from contracting for security services to in-house security services. Mr. Harcha said approval of this resolution would allow for a full-time chief and three full-time officers. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F29-08.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F30-08, Shawnee State University Development Foundation Member Appointments. Mr. Harcha noted that these appointments would be effective January 1, 2009. Mr. Harcha moved and Dr. Ball seconded a motion to approve Resolution F30-08.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F31-08, STEM, Wired OVITA Regional Cyber Center and Nursing Programs – DHHS. Mr. Harcha said approval of this resolution would allow for the submission of a grant renewal and two new grant proposals. The grant renewal proposal for STEM is for one year in the amount of \$300,000 and includes indirect and University in-kind). The two new grants are for the Wired

OVITA Regional Cyber Center in the amount of \$399,915.60 for two years and a Nursing grant from the Department of Health and Human Services (DHHS) in the amount of \$162,000 for one year of a three-year period. Mr. Harcha moved and Mr. Warren seconded a motion to approve Resolution F31-08.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Harcha reported on the Finance and Facilities Committee informational items.

Mr. Harcha said the fiscal year 2008 and the related audit have been completed. He said Mr. Dennis Obyc, representing the audit firm of Crowe Horwath LLP, reported that there were no deficiencies at Shawnee State and the audit has already been certified. Mr. Harcha thanked Ms. Boyles and her staff for a job well-done.

Mr. Harcha said that a summary was provided to acknowledge the U.S. Small Business Administration FY 2009 Congressional Earmark Program for funding to equip an Immersive Technology and Arts Center (ITAC) in the amount of \$250,000. Mr. Harcha said Mr. Carl Hilgarth discussed this summary with the Committee and said it had been under consideration for about two years.

Mr. Harcha said in accordance with Policy 5.16Rev., Personnel Appointments, the attached list summarizes personnel action taken between August 30, 2008 and October 27, 2008. He said all personnel activity was reported in the attached consolidated report.

Mr. Harcha said Ms. Boyles reviewed the general fund revenues and expenditures pace report, fiscal year to date through September 2008. Mr. Harcha said it is in the early part of the year but revenue is 6% lower than last year in part due to the reduction in interest income. He also noted that expenditures were up 6% due to increased enrollment and additional faculty to accommodate the rise in enrollment.

Mr. Harcha said the capital status report reflects current information on each capital project which included that the facilities office is 90% complete, the Rhodes gym floor installation is completed, the UC renovation is moving ahead but in the early stages and the Founders' Plaza planning is 90% complete.

Mr. Harcha said Ms. Boyles reviewed the University's investment activity as of September 2008.

#### **Reports, if any, from Board Liaisons with other Organizations**

None.

**New Business**

Mr. Harcha said that the USO strategic plan that was released in March, 2008 requires the President to submit to the Chancellor a document indicating how the University will contribute to meeting the system-wide accountability measures by November 30, 2008. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution E07-08, Shawnee State University Institutional Accountability Targets.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

Mr. Lodwick said the University System of Ohio Strategic Plan released on March 31, 2008 requires each institution to submit a Good Faith Estimate Biennial Affordability Report to the Chancellor by November 30, 2008. He noted that these are estimates only and approval of this resolution would authorize the President to respond to the requirements of the Strategic Plan. Mr. Lodwick moved and Dr. Ball seconded a motion to approve Resolution E08-08, Shawnee State University Affordability – Good Faith Estimates.

Ayes: Dr. Ball, Mr. Coleman, Mr. Harcha, Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Mr. Warren

Nays: None

**Comments from Constituent Groups (if any) and the Public**

Mr. Carl Hilgarth addressed the Board and said that the “We Are IT” Program was being held on campus today. He said this program introduced programs and careers to 101 eighth grade female students. He thanked the Board for their support of this program. Mr. Hilgarth also noted that Plastics Day would be held on April 10, 2009 and from the event held last year, the plastics program had six students apply to that program.

**Other Business**

None

**Executive Session, if necessary**

None.

**Adjournment**

Ms. Seif moved and Mr. Coleman seconded a motion to adjourn the meeting at 1:56 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees