

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
July 11, 2008**

Chairperson Jack McCoy called the meeting to order at 1:15 p.m. noting the meeting was in compliance with RC § 121.22(F).

Roll Call

Members Present: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Members Absent: Dr. Ball, Mr. Lodwick, Ms. Seif

Approval of the July 11, 2008 Agenda

Mr. Harcha moved and Mr. Warren seconded a motion to approve the July 11, 2008 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the May 9, 2008 Board Meeting Minutes

Mr. Mooney moved and Mr. Harcha seconded a motion to approve the May 9, 2008 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the June 12, 2008 Executive Committee Meeting Minutes

Mr. Harcha moved and Mr. Coleman seconded a motion to approve the June 12, 2008 Executive Committee Meeting Minutes. Without discussion, the Board unanimous 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 – Mr. Jim Warren

Mr. Warren reported on behalf of the Academic and Student Affairs Committee and said the committee had one action item.

Mr. Warren said the Academic and Student Affairs Committee recommended approval of Resolution ASA09-08, Honoring the Spring Sports and Individual Athletes. Mr. Warren said these honors are a good representation of the sports programs at SSU. He said the University

commends the Men's Golf team and coaches for finishing 8th in AMC tournament play and five outstanding students were named National Association of Intercollegiate Association and American Mid-East Conference All-Scholar Athletes. Mr. Warren said he also wanted to congratulate fellow Board member, Mr. Coleman, for his daughter's, Tammie Joe Coleman, selection to the American Mid-East Conference Honorable Mention Team in women's softball. Mr. Warren noted the following accomplishments:

National Association of Intercollegiate Athletes All-Scholar Athlete:

Beth Eichelberger (women's tennis)
Ali Hull (softball)
Lori Harmon (softball)
Casey Smith (tennis)
Jeremy Blackston (baseball)

All-American Mid-East Conference All-Scholar Athlete:

Beth Eichelberger (women's tennis)
Ali Hull (softball)
Lori Harmon (softball)
Casey Smith (tennis)
Jeremy Blackston (baseball)

1st Team All American Mid-East Conference:

Lori Harmon (women's softball)
Emily Fuhrmann (women's softball)
Katie Wade (women's softball)
Lauren Ellis (women's softball)
Veronica Lerch (tennis)

2nd Team American Mid-East Conference:

Katie Daniel (women's softball)
Jonathon Venters (men's baseball)

American Mid-East Conference Honorable Mention:

Tammie Joe Coleman (women's softball)
Zac Alexander (men's baseball)
Drew Howard (men's baseball)

Mr. Warren moved and Mr. Harcha seconded a motion to approve Resolution ASA09-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Warren reported on the Academic and Student Affairs Committee informational items.

Mr. Warren said Mr. Randy Warman updated the committee on fall student housing. Mr. Warren said over the last three years, our student housing had seen growth and will continue to grow as the University grows. Mr. Warren said the maximum occupancy was 808 students and as of July 10, the University had new and returning applications for 779 students.

Mr. Warren reported that Dr. Jim Settle reported on the 2007 Graduate Placement Report. He said that surveys were mailed and 52% of students responded and that 31% of students responding were continuing their education.

Mr. Warren said Dr. Jim Settle reported on the Student Code of Conduct disciplinary hearings within a three year period. Mr. Warren said there was a decrease in most violations and the University was doing a good job with student conduct.

Mr. Warren said Dr. David Todt, Provost and Vice President for Academic Affairs, reported on the presentation of the Distinguished Teaching Award to Dr. John Whitaker, Associate Professor, Department of Mathematical Sciences. Mr. Warren said the selection for this award was done by faculty and students and this was a very distinguished award for Dr. Whitaker.

Mr. Warren reported that Dr. Tim Scheurer, Dean, College of Arts and Sciences, reported on the presentation of the College of Arts and Sciences Award for Excellence to Dr. Valerie M. Myers, Associate Professor, Department of Teacher Education. Mr. Warren said this was also a very distinguished award for Dr. Myers.

Mr. Warren said Ms. Ginnie Moore, Director of University Outreach Services, reported on recent program activities. Mr. Warren noted that SSU is collaborating with USEC and other area institutions to meet the needs at USEC. He said this is a wonderful opportunity for both the University and USEC.

Mr. Warren said the personnel appointments would be addressed by the Finance and Facilities Committee.

Finance and Facilities – Mr. Howard Harcha

Mr. Harcha thanked Ms. Boyles and her staff for a very complete report. He then reported on behalf of the Finance and Facilities Committee and said the Committee had nine action items.

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F014-08, Appointment of Vice President for Academic Affairs and Provost. Mr. Harcha said that Dr. David Todt has been serving as Vice President for Academic Affairs and Provost on an interim basis and that after a failed search for this position, Dr. Todt has agreed to stay in the position for the next three years, ending June 30, 2011. Mr. Harcha said that Dr. Todt has been doing a wonderful job and everyone felt he was the best candidate for the position. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F014-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F015-08, Approval of New Position, Construction Project Manager. Mr. Harcha said due to the amount of work being done on campus and to be sure safety rules are abided by, it was necessary to create this position for a two-year term. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F015-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F016-08, Approval of New Position, Captain of Security. Mr. Harcha said due to the restructuring of the Security Department, it was necessary to appoint this position for a one-year term. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F016-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F17-08, Approval of New Position, Program Specialist, per MOU. Mr. Harcha said as part of the economic development and influence of the WIRED Project, it was necessary to create this position for a one-year term. He said this position will serve under the purview of the WIRED Project per a Memorandum of Understanding. Mr. Harcha moved and Mr. Warren seconded a motion to approve Resolution F017-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F18-08, Reorganization of the Department of Human Resources/Safety and Security. Mr. Harcha said this reorganization will move Safety and Security to report to Human Resources. As a result of this additional responsibility, the Human Resources Director position will be upgraded. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F18-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F19-08, Approval of Administrative/Finance Analyst Position. Mr. Harcha said as the University goes through the implementation of the University System of Ohio, it is creating a heavy burden on the Finance Department and in order to meet these requirements, there is a need

for this position. Mr. Harcha moved and Mr. Warren seconded a motion to approve Resolution F19-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F20-08, Approval of Market Salary Adjustments. Mr. Harcha said the Board had previously approved a compensation adjustment for Administrator/ATSS positions but it did not include the Vice President positions. He said these salary adjustments will move the Vice President positions into line with the market. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F20-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F21-08, Credit Card Authorization. Mr. Harcha said that the President has a limit on the credit card of \$10,000 and found that in some instances, this was inadequate. He said the limit on the President's credit card would be increased to \$20,000. Mr. Harcha moved and Mr. Coleman seconded a motion to approve Resolution F21-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

Mr. Harcha said the Finance and Facilities Committee recommended approval of Resolution F22-08, Policy Changes: 4.10 In-State/Out-of-State Travel and 4.64 Moving Expense Reimbursement. Mr. Harcha said these policies were last modified in 2005 or 2006 and with the implementation of the P-Card system, these policies needed to be updated to reflect the changes. Mr. Harcha moved and Mr. Mooney seconded a motion to approve Resolution F22-08.

Ayes: Mr. Coleman, Mr. Harcha, Mr. McCoy, Mr. Mooney, Mr. Warren

Nays: None

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

Mr. Harcha said in accordance with Policy 5.16Rev., Personnel Appointments, the attached list summarizes personnel action taken between April 30, 2008 and June 25, 2008. He said all personnel activity was reported in the attached consolidated report. He noted that Ms. Susan Warsaw, Director of Development, would be retiring in November and he hoped to be able to utilize her services in some capacity.

Mr. Harcha said Ms. Boyles reviewed the housing triple room rate calculation with the Committee.

Mr. Harcha said Ms. Boyles reviewed the information on the University's investment managers' activity as of May 31, 2008.

Mr. Harcha said the capital status report reflects current information on each capital project. He reported that all projects are on schedule. He noted that the bids came in under estimates for the UC renovation and that project will start in August. Mr. Harcha said the Rhodes Center should be finished in time for the basketball season. Mr. Coleman asked if the construction bids have been awarded. Ms. Boyles said they are in the process of going through them but the bids look good.

Mr. Harcha said Ms. Boyles reviewed the general funds revenues and expenditures Pace report, fiscal year to date through May 31, 2008.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

None.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

None.

Executive Session, if necessary

None.

Adjournment

Mr. Coleman moved and Mr. Warren seconded a motion to adjourn the meeting at 1:55 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees