

**SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Meeting Minutes  
July 13, 2007**

Chairperson Howard Harcha 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: Dr. Ball, Mr. Campbell, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, and Mr. Warren

Members Absent: None

**Approval of the July 13, 2007 Agenda**

Ms. Seif moved and Dr. Ball seconded a motion to approve the July 13, 2007 agenda. Without discussion, the Board unanimously approved said agenda.

**Approval of the June 15, 2007 Board Meeting Minutes**

Mr. Mooney moved and Ms. Reynolds seconded a motion to approve the June 15, 2007 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 – Mr. Jim Warren**

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

Mr. Warren said the Academic and Student Affairs Committee recommended approval of Resolution ASA08-07, Approval of Associate of Technical Study Proposal. Mr. Warren said the Ohio Board of Regents granted preliminary approval for an Associate of Technical Study degree and instructed the University to proceed with the process. He said the Educational Policy and Curriculum Committee, the Provost and the President recommend and approve the proposal for this degree and for submission to the OBR for its review and approval. Mr. Warren moved and

Dr. Ball seconded a motion to approve Resolution ASA08-07, Approval of Associate of Technical Study Proposal.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

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

Mr. Warren reported that Dr. Jim Settle, Vice President of Student Affairs, reported on all Student Code of Conduct disciplinary hearings with a two year period. Mr. Warren said the percentage of violations is low given the size of the University with the biggest violation being alcohol usage.

Mr. Warren stated that Mr. Randy Warman presented a summary of student activities and a brief housing report. Mr. Warren said there are numerous activities planned for student throughout the school year and the students should be well satisfied with the activities provided.

Mr. Warren stated that Ms. Jonica Burke, Registrar, presented a preliminary enrollment report for summer semester 2007. He said the numbers reflected in the report are hard to compare because this summer session was abbreviated due to the conversion to semesters.

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

### **Finance and Facilities – Mr. Jack McCoy**

Mr. McCoy reported on behalf of the Finance and Facilities Committee and said the Committee had seven action items.

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F21-07, Student Fees. Mr. McCoy said there are no proposed increases for undergraduate courses. He said graduate and other fees, will increase per the attached fee schedule. Mr. McCoy moved and Mr. Lodwick seconded a motion to approve Resolution F021-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F22-07, Fiscal Year 2008 General Fund Budget. Mr. McCoy said the proposed general fund budget recommends spending levels which plan the use of fund balance and anticipated revenue estimates for fiscal year 2008. The budget is based on the estimated state subsidy and instruction

and other fees. He said the budget proposal is recommended by the President. Mr. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution F22-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F23-07, Fiscal Year 2008 Auxiliary and Agency Budget. Mr. McCoy said the proposed budget reflects FY2008 spending levels that fall within the general fee, other revenue estimates associated with the auxiliary and agency accounts, and use of fund balance. He said the auxiliary and agency budgets were developed by the respective directors and the vice presidents and endorsed by the President. Mr. McCoy moved and Mr. Mooney seconded a motion to approve Resolution F23-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F24-07, Administrative/ATSS Salary. Mr. McCoy said the 3.75 percent across-the-board increase was based on studies done by salary comparison with the Consumer Price Index and benchmarked against the 2006/07 College and University Personnel Association administrative survey. Mr. McCoy moved and Ms. Seif seconded a motion to approve Resolution F24-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F25-07, Finance and Administration Reorganization. Mr. McCoy said the organizational chart for Finance and Administration was included. Mr. McCoy moved and Mr. Warren seconded a motion to approve Resolution F25-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F26-07, Investment Policy Update. Mr. McCoy said this resolution would authorize asset

allocation ranges to be exceeded from time to time due to market fluctuations as long as they are adjusted quarterly. Mr. McCoy moved and Mr. Mooney seconded a motion to approve Resolution F26-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F27-07, Personnel. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F27-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

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

Mr. McCoy said in accordance with Policy 5.16, the Personnel Items were summarized in the attached listing for personnel action taken between May 25, 2007 and July 2, 2007.

Mr. McCoy reported that Ms. Boyles updated the Committee on the current capital status projects.

Mr. McCoy said he wanted to compliment Ms. Boyles for her thoroughness in reporting to the Committee.

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

None.

### **New Business**

None.

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

Mr. Carl Hilgarth thanked the Board for their approval of the Associate of Technical Study proposal and said it would be presented to the OBR in August.

### **Other Business**

None.

**Executive Session, if necessary**

Mr. Lodwick moved and Ms. Reynolds seconded a motion to move into Executive Session under RC § 12122(a)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.

Ayes: Dr. Ball, Mr. Harcha, Mr. Lodwick, Mr. McCoy, Mr. McKinley, Mr. Mooney, Ms. Reynolds, Ms. Seif, Mr. Warren

Nays: None

The Board moved into Executive Session at 1:51 p.m.

The Board returned to regular session at 2:30 p.m.

Mr. Harcha requested the President bring to the Board no later than the January, 2008 meeting a proposal to place vice presidents on contracts with compensation based upon performance.

**Adjournment**

The meeting was adjourned by acclamation at 2:32 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees