

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
September 14, 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. McCoy, Mr. Mooney, Ms. Reynolds and Mr. Warren

Members Absent: Mr. Lodwick and Ms. Seif

Approval of the September 14, 2007 Agenda

Mr. Warren moved and Ms. Reynolds seconded a motion to approve the September 14, 2007 revised agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the July 13, 2007 Board Meeting Minutes

Mr. McCoy moved and Mr. Warren seconded a motion to approve the July 13, 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 – Dr. Gail Ball

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

Dr. Ball said the Academic and Student Affairs Committee recommended approval of Resolution ASA09-07, Reorganization of the Department of Student Activities and Housing. Dr. Ball said due to the increase in the number of students residing in housing, this reorganization would be more effective and better serve our students. Dr. Ball moved and Mr. Warren seconded a motion to approve Resolution ASA09-07, Reorganization of the Department of Student Activities and Housing.

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

Nays: None

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

Dr. Ball reported that Ms. Sara Hulsmeyer, President of the Student Programming Board, reported on the activities of the SPB.

Dr. Ball stated that Mr. Steve Gregory, Director of Career Planning and Placement, reported on the 2006 Graduate Placement Report. Dr. Ball said the response rate was one-third of those were mailed surveys. She said that 75% of those who responded are employed full time and 100% of our students who applied to medical school were admitted.

Dr. Ball stated that Ms. Becky Harr, Project Director of Upward Bound, reported on the summer Upward Bound program and the Upward Bound Math/Science program.

Dr. Ball said that Mr. Randy Warman, Director of Student Activities and Housing, reported on the fall housing occupancy. She reported that the Campus View housing unit is 95% full and that the meal plans were changed this year to reflect student preferences.

Dr. Ball stated that Dr. Settle reported on the latest progress of the University Center renovation and expansion. She said the groundbreaking is scheduled for January, 2008.

Dr. Ball said that Ms. Jonica Burke, Registrar, presented the 2007 Fall Semester Enrollment Report. Dr. Ball said headcount enrollment is down 5.3 percent. Dr. Morris elaborated on some of the reasons for the decrease in enrollment. She said colleges and universities that convert to semesters typically experience an initial reduction in enrollment. Additionally, area high school class sizes are lower and SSU graduated one of its largest class in the spring of 2007.

Dr. Ball said Dr. David Todt, Associate Provost and Director for Institutional Planning, reported on the Masters of Occupational Therapy fall enrollment. She said there were 17 students enrolled in the MOT program.

Dr. Ball stated Dr. Michael Field, Provost and Vice President for Academic Affairs, presented the Faculty Statistics Report for 2007-2008. She said there are currently five more faculty members than two years ago and there has been an increase in the number of faculty who have received their Ph.D. The retention rate of faculty is also good.

Dr. Ball 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 F28-07, Approval of the 2009-2014 Six Year Capital Plan. Mr. McCoy said that SSU is required to submit this plan to the Ohio Board of Regents. Mr. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution F028-07.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F29-07, Administrative and ATSS Compensation Program. Mr. McCoy said the attached pay structures for ATSS, Administrators, Chairs and Executives were developed as a result of a market study done by Mercer, a consultant hired by the university. He said the pay adjustments affected about 20 percent of administrative/ATSS employees bringing their salaries within a pay range competitive for their positions. He said the money to cover these pay adjustments was included in the university's 2007-08 budget. Mr. McCoy moved and Mr. Mooney seconded a motion to approve Resolution F29-07.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F30-07, OACHE – Ready for College Adult Education Grant. Mr. McCoy said this grant will enable the OACHE and their partners in the Adult Secondary Education to provide more support and assistance in seeking and supporting individuals aged 18 to 24, to successfully complete their education and make the transition to a postsecondary field. Mr. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution F30-07.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F31-07, Approval of New Position – Associate Director, University Student Housing (Residence Life). Mr. McCoy said this new position will strengthen university housing operations. He also noted that the salary for this position was in line with CUPA data. Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution F31-07.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F32-07, Personnel. Mr. McCoy moved and Mr. Warren seconded a motion to approve Resolution F32-07.

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

Nays: None

Mr. McCoy said the Finance and Facilities Committee recommended approval of Resolution F33-07, Approval of Expansion of Part-time Position to Full-time – Communications Coordinator. Mr. McCoy said the expansion to a full-time position will help the Office of Communications and Government Affairs meet the increased demands that have been placed upon it. Mr. McCoy moved and Mr. Mooney seconded a motion to approve Resolution F33-07.

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

Nays: None

Mr. McCoy moved and Ms. Reynolds seconded a motion to include Resolution F34-07, Policy 5.19REV – Requests for Access to and/or Copies of Public Records, which the Finance and Facilities Committee recommended for approval, on the report from the Finance and Facilities Committee.

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

Nays: None

Mr. Harcha said Policy 5.19REV – Requests for Access to and/or Copies of Public Records, required amending to reflect changes mandated by state law. Dr. Morris noted that the University learned of the need for this change after Board packets were mailed. McCoy moved and Ms. Reynolds seconded a motion to approve Resolution F34-07.

Ayes: Dr. Ball, Mr. Harcha, Mr. McCoy, Mr. Mooney, Ms. Reynolds, 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 July 3, 2007 and August 22, 2007.

Mr. McCoy reported that the attached PACE report summarizes the fiscal year to date financial information through July, 2006 and June, 2007 for the Vern Riffe Center for the Arts.

Mr. McCoy said the capital status report reflects current information on each capital project and they are all on schedule.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Board members toured and inspected campus facilities and offered the following reports.

Mr. Mooney reported for Group 1 who toured the campus housing. He said all campus housing, with the exception of the fairly new Campus View units, have all been renovated within the last 5 years and all appear to be in good condition.

Dr. Ball reported for Group 2 who toured the ATC building, the Bookstore, Massie Hall, the VRCFA, the University Center and the Library. Dr. Ball commented on updates that have been made to the facilities and noted that the campus always appears clean and well-kept.

Mr. McCoy reported for Group 3 who toured the facilities building, Kricker Hall, Allied Health, the gym, natatorium, the health clinic and the weight room and cardiovascular room. Mr. McCoy reported on the updates made to each area and noted it was good to see students using the facilities.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

None.

Executive Session, if necessary

Ms. Reynolds moved and Mr. Warren seconded a motion to move into Executive Session under RC § 121.22(G)(1,2) to discuss the purchase of property, collective bargaining negotiations and compensation of an employee.

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

Nays: None

The Board moved into Executive Session at 2:14 p.m.

The Board returned to regular session at 3.17 p.m.

Mr. McCoy moved and Dr. Ball seconded a motion to approve Resolution E04-07, Compensation of the President.

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

Nays: None

Adjournment

The meeting was adjourned by acclamation at 3.20 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees