

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
October 12, 2018**

Call to Order

Chairperson Hartop 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: Ms. Hartop, Mr. Edwards, Mr. Evans, Mr. Furbee, Ms. Hash,
Mr. Howarth, Mr. Watson, Dr. White, Mr. Williams, Ms. Heresh

Members absent: Mr. Rappold

Approval of the August 24, 2018 Board Meeting Minutes

Mr. Watson moved and Mr. Evans seconded a motion to approve the August 24, 2018 minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the September 14, 2018 Special Board Meeting Minutes

Ms. Hash moved and Mr. Howarth seconded a motion to approve the September 14, 2018 minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the October 12, 2018 Agenda

Mr. Watson moved and Dr. White seconded a motion to approve the October 12, 2018 agenda. Without discussion, the Board unanimously approved the October 12, 2018 agenda.

Academic and Student Affairs Committee

Ms. Hash reported on behalf of the Academic and Student Affairs Committee. Upcoming events include Plastics Day and Pre-Med Day, both scheduled in December, along with the SSU Health Clinic hosting a number of activities during Fall Semester. She also reported on the following highlights: Dr. Thiel is joining the Chancellor's Military Strategic Implementation Team; the peer review team for the HLC visited campus on September 24-25; SSU signed an agreement with The Learning House to assist in the development of online programs with the first online programs to begin Spring 2019; Ms. Hammonds provided 15th day enrollment numbers and a three-year comparison; Mr. Rockwell presented a housing occupancy report; Clark Memorial Library held a Weekend of Welcome party; Homecoming 2018; completion of ATC renovations; summer office relocations; and Chinese student enrollments through CIPA. Advancement and Institutional Relations reported on fundraising and community engagement activities, including a \$2.789 M award from the US EDA for the Kricker Innovation Hub renovation.

Finance and Administration Committee

Mr. Watson reported on behalf of the Finance and Administration Committee:

1. Resolution F14-18, Approval of the Local Administration of Capital Facilities Projects, approves the local administration of capital projects funded by state appropriations that are under \$4 million and ensures compliance with applicable provisions of the Ohio Revised Code. Mr. Watson moved and Dr. White seconded a motion to approve Resolution F14-18. Without discussion, the Board unanimously approved by roll call vote Resolution F14-18.
2. Resolution F15-18, Approval of the 2018 Voluntary Retirement Incentive Plan, approves incentives for the voluntary retirement of eligible administrators, ATSS, staff, and faculty in accordance with applicable guidelines and/or agreements. Mr. Watson moved and Dr. White seconded a motion to approve Resolution F15-18. Without discussion, the Board unanimously approved by roll call vote Resolution F15-18.
3. Resolution F16-18, Approval of University Closure During Spring Break, approves the closure of the University as identified on the approved academic calendar during the spring break. Mr. Watson moved and Mr. Howarth seconded a motion to approve Resolution F16-18. Without discussion, the Board unanimously approved by roll call vote Resolution F16-18.
4. Resolution F17-18, Approval of FY19 Operating Budgets (General Fund and Auxiliary Fund), approves the FY19 operating budgets as presented. Mr. Watson moved and Mr. Furbee seconded a motion to approve Resolution F17-18. Without discussion, the Board unanimously approved by roll call vote Resolution F17-18.
5. Updates were provided on FY19 1st Quarter Financial Review, Personnel Activity Report, Cash Reserves Investment Status Report, and Capital Projects Status Report.

Reports from Board Liaisons with other Organizations

None

President's Report

Dr. Bauer gave a one-month progress report since being appointed Interim President. He expressed the short-term goal is to correct a budget imbalance that has grown over the last 4 – 5 years. This issue is being addressed through reorganization for greater efficiencies, the initiation of a reduction in force accomplished mostly through retirements and elimination of vacated positions with minimal layoffs of current personnel.

He also indicated that the vision for the University is one of growth, expansion, and excellence. Achieving this will require investment by the University when few resources are available. Immediate investments are being made in recruitment by repurposing current personnel and establishing an aggressive recruitment plan. We want to achieve growth through attracting more students to our existing academic programs and through online offerings. A Strategic

Enrollment Plan is being developed based on a set of Key Performance Indicators and many key elements have already been implemented.

Dr. Bauer also mentioned several other items: Peer Reviewers from the Higher Learning Commission completed their campus visit in September and we will receive a report in late November; the Program Review for Title IV funding will take place at the end of October; following a presentation by Arthur Snyder, AGB consultant, at the August Board meeting, a final report on cost containment and revenue growth strategies has been provided to the University; and the Kricker Innovation Hub opening was held in September establishing a new interface between the college, the business community, and entrepreneurship. The announcement that SSU received a \$2.7 million EDA grant to support the Hub was made during the ribbon-cutting ceremony.

The full report as presented by Dr. Bauer is entered into the record.

New Business

None

Faculty Senate Report

Dr. Marc Scott, University Faculty Senate President, stated that from a faculty perspective, the last several weeks have been distracting due to questions and concerns about the university's future. While there are challenges that we face as an institution, there is also a lot of good happening. Some of which are faculty involvement in demonstrations of cutting edge technology projects in their programs for the Kricker Innovation Hub opening, Digital Appalachian Studies program two-day workshop on campus, revision of the online curriculum proposal process for efficiency, Science Alliance participation, becoming more involved with recruitment, etc.

He also shared about the first Senate meeting of the year at which he expressed appreciation for Dr. Bauer's candor at the Budget Summit and for focusing on attracting more students to the institution. He also explained to newer Senators that the Senate through its constitution affirms its "commitment to the concepts of academic freedom, academic due process, shared governance and the status and worth of faculty" and strive to "advance the dignity and worth of the academic profession and of higher education."

The full report as presented by Dr. Scott is entered into the record.

Comments from Constituent Groups and the Public

None

Executive Session

Mr. Williams moved and Dr. White seconded a motion to move into Executive Session to prepare for bargaining sessions with public employees concerning terms and conditions of their employment. Chair Hartop called for a roll call vote and without discussion, the Board unanimously approved moving into Executive Session. The Board moved into Executive Session at 1:42 p.m. Those in attendance for the Executive Session were Francesca Hartop, Eddie Edwards, Scott Evans, David Furbee, Sonie Hash, Bob Howarth, Joe Watson, George White,

Scott Williams, Jeff Bauer, Becky Thiel, Elinda Boyles, Malonda Johnson, Dave Zender, Eric Braun, Mike McPhillips, and Greg Ballengee.

Mr. Watson moved to exit Executive Session, Ms. Hash seconded. Following a unanimous roll call vote, the Board exited Executive Session and returned to public session at 2:29 p.m.

Other Business

None

Adjournment

The Board meeting was adjourned by acclamation at 2:31 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Academic and Student Affairs Report

October 12, 2018

Events

- Plastics Day is scheduled for December 7, 2018 – online registration is open now.
- Pre-Med Day is scheduled for December 14, 2018 – online registration is open now. Students and their families will receive an in-depth look into each program through discussions with faculty, current students, and alumni. A tour of the various facilities will also be provided.
- The SSU Health Clinic in collaboration with our partner King's Daughters' Medical Center will be providing free health screenings to our students and staff.
 - September 28th Testicular Cancer screenings
 - October 3rd Tobacco Cessation education
 - October 16th Breast Self-exam education
 - November 1st LIPID, glucose, and BP screenings
 - Just in time for flu season December 4th & 11th Handwashing education

Ohio Department of Higher Education/State of Ohio

Military Strategic Implementation Team. Dr. Thiel is joining the Chancellor's Military Strategic Implementation Team which will begin implementation of the recommendations in H.B. 488 and the Ohio Values Veterans Report. The first meeting will be in early November.

Academic Quality Improvement Program (AQIP)

The peer review team from the Higher Learning Commission (HLC) visited the university on September 24-25. Dr. Thiel thanks the members of the board who participated in the Monday evening dinner and discussion. The team expressed what a wonderful turnout the university had for each of the forums and open discussions they held over the course of the two days. Our current pathway for accreditation, The AQIP Pathway, is being retired. As a result, we will be placed into one of the two other pathways – Standard or Open. Our first look at the team's recommendations from September's visit will come in mid-November. Though the team could not and did not provide us with any indication of their initial findings, over the course of the two days we were able to identify opportunities for improvement and began implementing some of these improvements immediately.



Academic Programs and Curriculum

Online Programs/The Learning House Partnership. SSU signed an agreement with the Learning House on July 31st. This agreement establishes a partnership to expand online programs at SSU beginning spring semester 2019. Dr. Chris Kacir is currently serving as primary liaison to The Learning House and will provide the committee with a brief update later on.

Clark Memorial Library. During the Weekend of Welcome, the Library held a welcome party funded by a Development Foundation grant. They provided food, giveaways, a popcorn bar, a DJ, photo booth, a Build-Your-Own-Planner station, and an escape room. Approximately 830 students attended.

Homecoming 2018. September 28th and 29th SSU held its Homecoming Weekend. Starting with the Kricker Innovation Hub Ribbon Cutting ceremony on Friday the 28th at 11:00 a.m., through the Homecoming Parade, Tailgate Party, Soccer and Tennis matches, and ending with a Homecoming Dance on Saturday, there were activities for students, families, alumni, faculty and staff. It was a great event to showcase our successes and strengthen our camaraderie and collaborations.

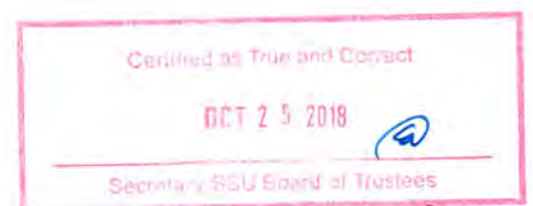
Facilities

Renovation of the Advanced Technology Center (first and second floor) is completed. The multimillion dollar project provides upgraded, modern facilities for Digital Simulation & Gaming, Plastics Engineering Technology, and advanced manufacturing. Our HLC peer review team took a tour of the facilities and was astounded. They walked away with back scratchers and window scrapers all bearing the SSU logo.

Summer Moves. SSU completed a series of strategic moves over the summer. Career Services moved into the space vacated by the Office of the Provost in order to increase visibility and enhance collaboration with the Student Success Center. Upward Bound Math-Science is now located in the Administration Building in close proximity to other grant-funded programs (21st Century, Education Opportunity Center). The Graduate Center was located to the lower level of Massie Hall. The Center for International Programs and Activities (CIPA) has vacated the Rose L. and Augusta Jacobs Center and moved to the Annex Building. This will help to bring our international students to the center of campus and allow them to be in close proximity to Student Activities. And speaking of CIPA, Ryan Warner, the director, is currently in China with our E-sports Coach, Kyle Trapp, to attend a Gaming Summit and to promote our digital

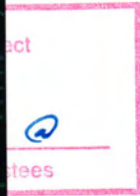


simulation and gaming program. Each evening Ryan sends a report of their day and meetings. After the first day he emailed, "The Chinese have been very receptive to our E-sports and Gaming program. The word is spreading quickly in Guangzhou on SSU's footprint in the gaming industry." And then just on Wednesday he wrote, "I'm pleased to inform you that we secured an agreement with South China Normal University School of Education to extend our 3+1+1 program to their students." Three Chinese students will be enrolling for Spring Semester 2019 from South China Normal University adding to another nine Chinese students also coming in Spring 2019 for our 3+1+1 program for a total of 12.



SHAWNEE STATE UNIVERSITY ONLINE

PARTNERSHIP WITH THE LEARNING HOUSE



TUITION

UNDERGRADUATE

- \$278.00 per credit hour
- \$5.00 out of state surcharge
- No tuition banding

GRADUATE

- \$402.00 per credit hour
- \$10.00 out of state surcharge
- No tuition banding

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DEVELOPMENT TEAMS

- Marketing
- Enrollment
- Curriculum
- Information Technology
- Retention – to be established

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MARKETING

- Developed name and branded logo for Online Campus
- Secured online@Shawnee.edu as email address for campaigns
- Secured subdomains
 - degrees.shawnee.edu
 - online.shawnee.edu
- Photography for each program
- Establishing new microsite
- Beginning alumni email campaign
- Developed [Go-to-Market Landing Page](#)
- Developed Go-to-Market enrollment slick: "Master your Skills and Improve the World"

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ENROLLMENT

- Established standard operating procedures
- Courses are on schedule and available for registration at end of October
- Identification of needed academic calendar change

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Secretary, SSU Board of Trustees

CURRICULUM

- Course development process established
 - Faculty guide to be finalized 10/18/18
- SSU branded templates and course shell created
- Initial courses ordered
 - Virtual town hall meeting 11/8/18
 - Course development to begin 11/19/18
- Professional development
 - The Learning House (online)
 - Quality Matters training 11/9/18 through SSU's Teaching and Learning Center

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PROGRAMS AND INITIAL COURSE OFFERINGS

- RN to BSN
 - BSNR3301 (Spring 2)
 - BSNR3330 (Spring 2)
- BS in Health Sciences
 - BSHS3100 (Spring 1)
 - BSHS3343 (Spring 1)
 - BSHS4200 (Spring 2)
 - BSHS4250 (Spring 2)
- MEd in Curriculum and Instruction
 - EDCI6606 (Spring 2)
 - EDCI6605 (Spring 2)
- MS in Mathematics
 - MATH 5100 (Spring 1)
 - MATH 5210 (Spring 2)
 - MATH6610 (Spring 2)

Continued as Prior and Current

OCT 2 5 2018



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GENERAL EDUCATION PROGRAM COURSES

- Spring 1

- HIST2540
- MATH1000
- MUSI1201
- PHYS2210
- SOCI1101
- STAT1150

- Spring 2

- ENGL1105
- ENGL2200
- HIST1340
- HIST3520
- IDST4490
- MUSI1201
- PHIL2320

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FUTURE PROGRAMS

- Fall 2019
 - AA in General Studies
 - MEd in Intervention Specialist
- Fall 2020
 - BS in Individualized Studies
 - OTD in Occupational Therapy
 - MEd in Rhetoric and Composition
 - ATS in Industrial Management
 - BS in Management
- Fall 2021
 - BS in Accounting
 - BS in Information Systems Management
 - BA in Communications
- Fall 2022
 - MPH in Public Health
 - MSN in Nursing

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INFORMATION TECHNOLOGY

- Appropriate access provided to TLH personnel
- Master course templates are in process of being built

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**15TH DAY ENROLLMENT REPORT
FALL SEMESTER 2018**

<i>Headcount</i>	FALL 2017	FALL 2018	Up/Down	Change %
Undergraduate	3099	2763	-336	-10.8
Graduate	176	156	-20	-11.4
Total	3275	2919	-356	-10.9
College Credit Plus/Non-Degree	307	334	+27	+8.8
University Total	3582	3253	-329	-9.2

<i>FTE</i>	FALL 2017	FALL 2018	Up/Down	Change %
Undergraduate	3064	2783	-281	-9.2
Graduate	131	126	-5	-3.8
Total	3195	2909	-286	-9.0

FTE calculations (per IPEDS calculation) include all registered students regardless of classification/program.

<i>Student Credit Hours</i>	FALL 2017	FALL 2018	Up/Down	Change %
Undergraduate	45845	41673	-4172	-9.1
Graduate	1566	1558	-8	-0.5
Total	47411	43231	-4180	-8.8

SCH -the course credit value multiplied by the number enrolled in the course and include all registered students

<i>Enrollment by Student Type</i>	FALL 2017	FALL 2018	Females	Males	Up/Down	Change %
First-Time Freshmen	700	617	325	292	-83	-11.9
Transfers	183	153	81	72	-30	-16.4
Freshmen	315	171	75	96	-144	-45.7
Sophomores	602	564	292	272	-38	-6.3
Juniors	548	537	303	234	-11	-2.0
Seniors	751	721	409	312	-30	-4.0
Graduate New	53	44	34	10	-9	-17.0
Graduate Continuing	123	112	93	19	-11	-8.9
Degree-seeking Total	3275	2919	1612	1307	-356	-10.9

<i>Graduate Enrollment by Division/Dept</i>	FALL 2017	FALL 2018	Females	Males	Up/Down	Change %
EDUC	33	22	16	6	-11	-33.3
MATH	17	21	7	14	+4	+23.5
RSPM-MOT	88	92	85	7	+4	+4.5
OTHER (EDVI / NTSC)	38	21	19	2	-17	-44.7

<i>Undergraduate Enrollment by Division/Dept</i>	FALL2017	FALL 2018	Females	Males	Up/Down	Change %
Arts & Sciences	1078	947	512	435	-131	-12.2
ARTS	282	276	122	154	-6	-2.1
HUMA	76	60	37	23	-16	-21.1
MATH	44	32	14	18	-12	-27.3
NSCI	345	299	171	128	-46	-13.3
SSCI	331	280	168	112	-51	-15.4
Professional Studies	1521	1471	782	689	-50	-3.3
BUSI	326	308	129	179	-18	-5.5
EDUC	196	180	151	29	-16	-8.2
ENGT	339	350	37	313	+11	+3.2
HSCI	235	262	220	42	+27	+11.5
NURS	175	169	129	40	-6	-3.4
RSPP	250	202	116	86	-48	-19.2
University College	500	344	190	154	-156	-31.2
University College	500	344	190	154	-156	-31.2

Undergraduate Residency	FALL 2017	FALL 2018	Up/Down	Change %
Ohio	2685	2703	18	+0.7
Kentucky	287	264	-23	-8.0
Other US States 1	101	105	4	+4.0
International 2	26	25	-1	-3.8

¹ Undergraduates represent 22 states and the District of Columbia.

² Undergraduate international students represent 17 countries.

<i>Undergraduate County of Origin³</i>	FALL 2017	FALL 2018	Up/Down	Percent
Southern Ohio				
Scioto	1098	951	-147	-13.4
Lawrence	116	115	-1	-0.9
Adams	162	128	-34	-21.0
Pike	210	172	-38	-18.1
Total	1586	1366	-220	-13.9
Central Ohio				
Franklin	117	95	-22	-18.8
Licking	18	18	0	0
Delaware	9	9	0	0
Madison	15	15	0	0
Pickaway	29	27	-2	-6.9
Fairfield	34	30	-4	-11.8
Union	5	7	+2	+40.0
Ross	125	127	+2	+1.6
Total	352	328	-24	-6.8
Southwestern Ohio/Northern Kentucky				
Brown	38	47	+9	+23.7
Butler	23	21	-2	-8.7
Clermont	40	35	-5	-12.5
Clinton	14	16	+2	+14.3
Hamilton	59	48	-11	-18.6
Highland	42	29	-13	-31.0
Kenton (KY)	2	1	-1	-50.0
Warren	23	19	-4	-17.4
Total	241	216	-25	-10.4

³ Undergraduates represent 77 of Ohio's 88 counties, 26 Kentucky counties, and 7 West Virginia counties.



<i>Undergraduate Demographics</i>	FALL 2017	FALL 2018	Up/Down	Change %
<i>Age</i>				
Under 19	563	478	-85	-15.1
19 to 25	2137	1972	-165	-7.7
Over 25	399	313	-86	-21.6
<i>Ethnicity</i>				
American Indian/Alaskan	22	12	-10	-45.5
Asian	23	19	-4	-17.4
Black/African American	165	139	-26	-15.8
Hispanic/Puerto Rican	20	23	+3	+15.0
Native Hawaiian/Pacific	5	4	-1	-20.0
White	2670	2397	-273	-10.2
Two or more races	80	75	-5	-6.3
Non-Citizen	31	25	-6	-19.4
Unknown/Other	83	69	-14	-16.9

<i>Non-Degree</i>	FALL2017	FALL 2018	Up/Down	Change %
College Credit Plus/Non-Degree (PSEO and Dual Credit)	307	334	+27	+8.8

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OCT 25 2018

Secretary, OSU Board of Trustees

15TH DAY ENROLLMENT REPORT 3 YEAR COMPARISON

<i>Headcount</i>	Fall 2016	Fall 2017	Fall 2018
Undergraduate	3603	3406	3097
Graduate	169	176	156
Total	3772	3582	3253

<i>FTE</i>	Fall 2016	Fall 2017	Fall 2018
Undergraduate	3265	3064	2783
Graduate	135	131	126
Total	3400	3195	2909

<i>New Student Headcount</i>	Fall 2016	Fall 2017	Fall 2018
First-Time Freshmen	864	700	617
Transfers	175	183	153
College Credit Plus (PSEO + Dual Credit)	129	171	175
Non-Degree	9	24	13
Graduate	41	53	44
Total	1218	1131	1002

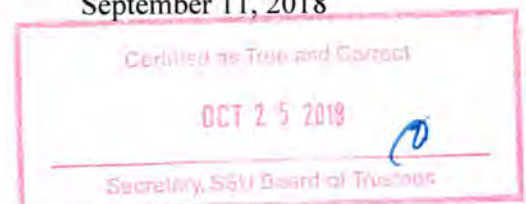
<i>Continuing Student Headcount</i>	Fall 2016	Fall 2017	Fall 2018
Freshmen (1-29 hours earned)	380	315	171
Sophomores (30-59 hours earned)	577	602	564
Juniors (60-89 hours earned)	600	548	537
Seniors (90+ hour earned)	769	751	721
Non-Degree	100	112	146
Graduate	128	123	112
Total	2554	2451	2251

<i>Undergraduate Residency</i>	Fall 2016	Fall 2017	Fall 2018
Ohio	3162	2979	2703
Kentucky	301	281	264
Other US States	107	120	105
International	33	26	25

<i>Undergraduate County of Origin</i>	Fall 2016	Fall 2017	Fall 2018
Southern Ohio			
Scioto	1353	1340	1206
Lawrence	113	139	113
Adams	207	170	123
Pike	273	233	203
Total	1946	1882	1645
Central Ohio			
Franklin	126	117	89
Licking	18	18	17
Delaware	13	9	7
Madison	20	15	15
Pickaway	30	29	24
Fairfield	36	34	30
Union	7	5	7
Ross	127	127	106
Total	377	354	295
Southwestern Ohio/Northern KY			
Brown	43	41	40
Butler	26	23	21
Clermont	32	40	31
Clinton	19	14	15
Hamilton	70	59	46
Highland	45	42	25
Kenton (KY)	2	2	1
Warren	29	23	19
Total	266	244	198

<i>Undergraduate Demographics</i>	Fall 2016	Fall 2017	Fall 2018
<i>Gender</i>			
Male	1655	1554	1405
Female	1948	1852	1692
<i>Age</i>			
Under 19	910	834	783
19 to 25	2228	2148	1978
Over 25	465	424	336
<i>Ethnicity</i>			
American Indian/Alaskan	28	22	13
Asian/Pacific Islander	18	24	22
Black/African American	205	168	141
Hispanic/Puerto Rican	27	22	24
White	3043	2880	2624
Two or more races	88	84	79
Non-Citizen	39	34	26
Unknown/Other	151	165	164

September 11, 2018



Housing Occupancy Report
 Academic Affairs Committee
 15th Day Report
 October 12, 2018

Current Occupancy

Fall Current #s	SSU Owned Assigned/Capacity	SSU Occupancy %	Developer Owned Assigned/Capacity	Developer Owned Occupancy	Residents On Campus	Total on Campus Occupancy %	Men	Women
2018	110/163	67%	598/779	77%	708	75%	384	324


Recent Trend Data

Fall 15 Day #'s	SSU Owned	Developer Owned	Residents On Campus	Total on Campus Occupancy %	Men	Women
2017	126	684	810	86%	462	348
2016	174	760	890	95%	495	395
2015	170	777	853	90%	465	388

NOTE: Chart reflects a reduction in capacity resulting from housing professional staff (RC) and paraprofessional staff (RA). 2017 SSU capacity is decreased due to Carriage being offline to students.

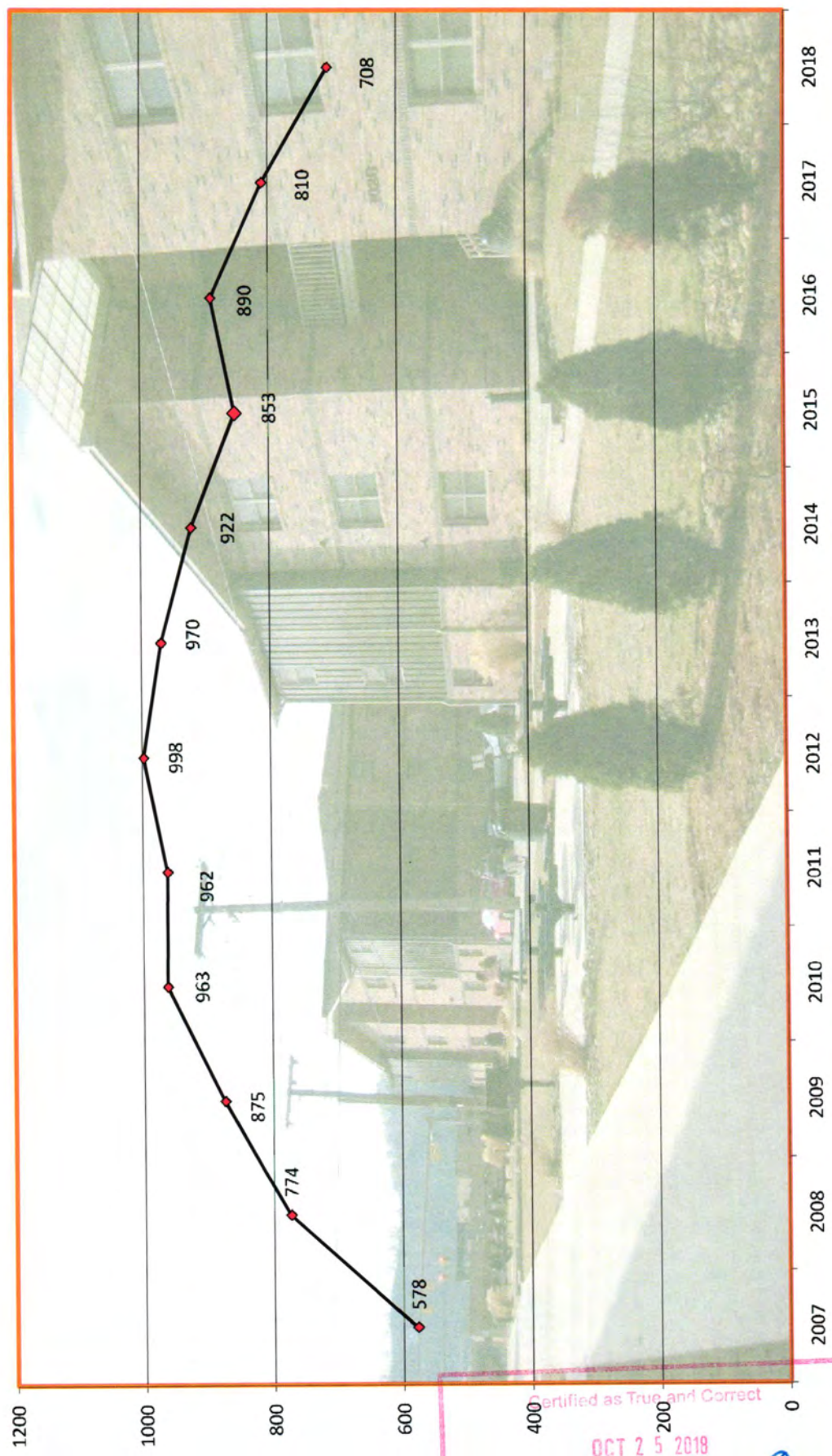
Occupancy by Classification

Fall	FTIAC First Time in Any College	FR First Year	SO Sophomore	JR Junior	SR Senior	TR Transfer	GR 1 st yr. Grad Student	G2 2 nd yr. Grad Student	G3 3 rd yr. Grad Student	Non Degree
2018	264	33	153	113	94	45	3	3	0	0
2017	312	98	155	111	87	41	4	2	0	0
2016	424	85	137	98	84	52	5	4	1	0
2015	373	90	145	104	56	74	8	2	0	1


 OCT 25 2018
 Faculty, SSU Board of Trustees

12 Year Housing Occupancy Fall Terms 2007 -2018

Housing Occupancy



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OCT 25 2018
Secretary SSU Board of Trustees

**Division of Advancement & Institutional Relations Report
to the Meeting of the Board of Trustees
October 12, 2018**

Alumni & Community Engagement

Received the Reeher **2018 Annual Giving Peak Performer** award, presented to universities that increase the amount of annual fund dollars raised and the number of annual fund donors over the previous year. SSU joins just 34 other institutions who achieved the honor in 2018, including Clemson, Duquesne, Elon, and Tulane.

On August 18, 2018, 115 Shawnee State University faculty, staff, and student-athlete volunteers helped wash, paint, and clean city blocks on Chillicothe Street downtown as part of **Plant Portsmouth**. During the event, community members set a Guinness World Record for the most plants potted simultaneously with 1,405 participants.

On September 7, 2018, the **Bear Club Challenge** surpassed its two-week crowdfunding goal of 425 donors by raising \$37,354 from 657 donors for Shawnee State University varsity athletics.

The Shawnee State University **Alumni Association Council**, comprised of twelve stand-out volunteer SSU graduates, held its inaugural meeting on September 28, 2018 on campus.

On September 27, 639 runners of all ages registered to participate in the 2018 **Fall Bear Run**, a biannual community 5K that starts and finishes on campus between the Clark Memorial Library and Campus View housing.

2018 Shawnee State University Homecoming, Alumni & Family Weekend was held September 28-29 and featured over 20 events including the Homecoming parade, bonfire and coronation, Kricker Innovation Hub Ribbon Cutting, Warsaw Aquatic Center Dedication, Engineering Technologies Open House & VIP Luncheon, Shawnee Showcase Day, Varsity Soccer Tailgate & Alumni Soccer Game, Alumni Social at Port City, Occupational Therapy Alumni Day, Men's Basketball Alumni Game, Books & Brunch Library event, Alumni Golf Outing, Mathematics Department Picnic and many Student Programming events. 361 alumni registered to attend.

2,000 high school sophomores, junior and seniors from Scioto, Pike, Jackson, and Ross counties visited Shawnee State University's headline presentations at the **10th annual Department of Energy Science Alliance** in Piketon, OH. SSU was represented by Professor Michael Barnhart with his presentation of Sound as Signal and Professors Jason Witherell & Travis Lynn with their presentation of Game ON! In the Opportunity Tent, Professors Adam Miller and Brad Teeters and SSU Plastics students showed the attendees the Manufacturing on the Move trailers and Baxter and Buster the robots; Natural Sciences was represented by Professors Kimberly Inman, Jennifer Napper, Logan Minter, Erik Larson and Jon Bedick, joined by many current SSU students and Mathematical Sciences Professor John Whittaker.



**Division of Advancement & Institutional Relations Report
to the Meeting of the Board of Trustees
October 12, 2018**

Athletics

Shawnee State has an all-time high **343 varsity student-athletes** on campus for fall semester.

The **SSU Varsity eSports team** is currently undefeated, with recent wins over Michigan State University, Northern Illinois University, and the University of Louisville.

Development Foundation

In August, the SSU Development Foundation was awarded a \$10,000 grant from the **Scioto Foundation** for enhancements to the Kahl Studio Theater in the Vern Riffe Center for the Arts.

National Cooperative Bank awarded a \$1,500 grant to the Shawnee State University Financial Literacy Program and Mentoring Project.

On September 28, 2018, Shawnee State University was awarded a **\$2,789,000 Economic Development Administration grant** from the U.S. Commerce Department to close out funding for the \$4.4MM Kricker Innovation Hub renovation project. An open house and ribbon cutting for the center were held on September 27, 2018, where proclamations were offered by Governor John Kasich, Congressman Bill Johnson, State Representative Terry Johnson, and State Senator Joe Uecker.

The **Charles E. Koch Foundation** awarded a \$16,000 grant in support of the Shawnee State University Entrepreneurial Journey Speaker Series.

A private gift of \$10,000 was made to establish the **Digital History Preservation Fund** in support of the Shawnee State University Digital History Lab and technology upgrades to digitalize the SSU Historic Newspaper Collection. Professor of American and Digital History Dr. Andrew Feight leads the Digital History Lab and supports a number of Social Sciences projects.

Since July 1, over \$40,000 in gifts and sponsorships have been raised through the Development Foundation to provide direct support to **student events, services, and programs**.

Government Relations

Executive Director of Development Jay Meyers traveled with Shawnee State students to the **Propel Ohio 2018 collegiate leadership summit** on October 12, 2018 at Cleveland State University. The annual conference hosted by Senator Sherrod Brown this year engaged students on how to best address a range of political and social issues including childhood poverty, food security and homelessness.



**Division of Advancement & Institutional Relations Report
to the Meeting of the Board of Trustees
October 12, 2018**

Marketing & Communications

Shawnee State University **social media activity increased** during the first quarter of FY19, with Instagram followers increasing by over 25%, Twitter increased by 2%, and Facebook increased a fraction to 14,520 followers. Visits to the shawnee.edu **website increased** by 10.7% (101,060).

Visiting Professor of Marketing, Dr. Jason Lovins joined Marketing & Communications as an Integrated Media Specialist, to develop digital media strategies and execute university marketing support with a team of **embedded student marketing interns**.

University Enterprises

On October 5, 2018, the Office of **Housing & Residence Life** hosted the Fall 2018 meeting of the **Ohio Housing Officers (OHO)**, welcoming 32 guests from 14 public and private Ohio institutions. Conference topics included facilities and amenities, Resident Advisor selection and training, two to four year living requirements, assessment, and living learning communities.

Vern Riffe Center for the Arts

The **Southern Ohio Performing Arts Association (SOPAA)** opened its 2018-2019 performing arts series on September 20, 2018 with a concert featuring country music artist Collin Raye.

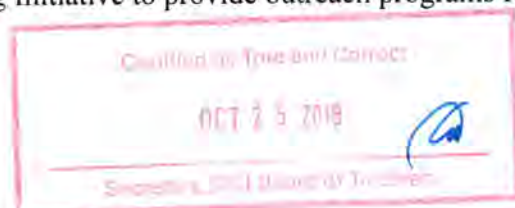
Before the performance, faculty member **Dr. Stanley Workman** was introduced as the new Theatre Director for the Vern Riffe Center for the Arts. The second event of the SOPAA season, Artrageous, will feature additional daytime performances for 900 regional K-12 school children. Admissions associates will be visible in the lobby of the VRCFA providing information on SSU programs.

The **Musical Theater Department** presented Sylvania, its first student production of the year. The show sold out every performance during its run from September 27 to October 6, 2018.

The **Portsmouth Area Arts Council (PAAC)** launches its 2018-2019 children's theatre series with a performance of The Little Mermaid Jr. from October 26-28, 2018.

Workforce Development & Entrepreneurship

Director Angie Duduit received certification as a facilitator for the **Ice House entrepreneurship program** from the Entrepreneurial Learning Initiative to provide outreach programs for K-12 students throughout the region.



**Division of Advancement & Institutional Relations Report
to the Meeting of the Board of Trustees
October 12, 2018**

Workforce Development & Entrepreneurship (con't)

On September 26, 2018, representatives of the **Ohio Cyber Collaboration** visited the Kricker Innovation Hub to meet with Shawnee State academic leadership and faculty and discuss development of a cyber-range at the Kricker Innovation Hub.

Numerous **workforce development and entrepreneurship community outreach programs** were held in connection with the opening of the Kricker Innovation Hub, including the USDA-funded storytelling workshop co-hosted with Ohio University Southern, the Entrepreneurial Journey Speaker Series, Introduction to Entrepreneurship class conducted by the LIGHTS Regional Innovation Network, the LIGHTS Value Proposition workshop, a Pike Community Action Social Media Marketing Workshop, and meetings of the Southern Ohio Professional Partners.

Vice President's Report

I look forward to the opportunities presented by the university reorganization. We already have taken steps within advancement to build on individual and organizational strengths, identify and correct weaknesses, and find entirely new approaches to fiscal and operational challenges. I am most excited to welcome professionals new to the division. Earlier this month, we undertook an analysis of what can be done quickly to grow revenue in these newly added areas.

Over the past year, several very intentional organizational changes have taken place within the advancement division, not only to streamline operations and consolidate for efficiencies, but also to identify the highest and best opportunities for talented professionals within the organization. The pride I have in our advancement team comes not only from its accomplishments, but also from its work: from building ideas, to assembling resources, to committing the time and effort to execute meaningful projects for the university. Many of my colleagues in advancement are alumni, most are from the immediate region, and all care deeply about the success of Shawnee State University.

*Respectfully Submitted,
Eric Andrew Braun, JD
VP for Advancement & Institutional Relations*



Fall 2019 Recruitment Plan: Preliminary Analysis & Fall 2019 Action

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Oct 29 2019
Secretary, KSU Board of Trustees

Ohio

The competition factor



124,473 high school seniors / 2017-18*

208 institutions of higher education**

61.5% college continuation rate (76,551)***
(ranks 30th among states)

16.2% leave the state to go to college (12,378)****
(ranks 29th among states)

† In-state institutions receiving the largest number of in-state freshmen.
†† Competition factor equals college continuation rate less number of students migrating and the three in-state institutions receiving the largest number of in-state freshmen.

Three Largest Institutions†*****

The Ohio State University – Main Campus 4,863

University of Cincinnati – Main Campus 3,784

Ohio University – Main Campus 3,732

Number of In-state Freshmen*****

51,794 students ÷ 205 institutions = 253 students per institution††

Sources:

*Western Interstate Commission for Higher Education, *Knocking at the College Door*, 2016

**The Chronicle of Higher Education, 2017

***Postsecondary Education Opportunity, *Chance for College by Age 19 by State 1986-2010*, 2013

****Postsecondary Education Opportunity, *Interstate Migration of College Freshmen 1986-2012*, 2014

*****National Center for Education Statistics, IPEDS Fall Enrollment Survey (2014)

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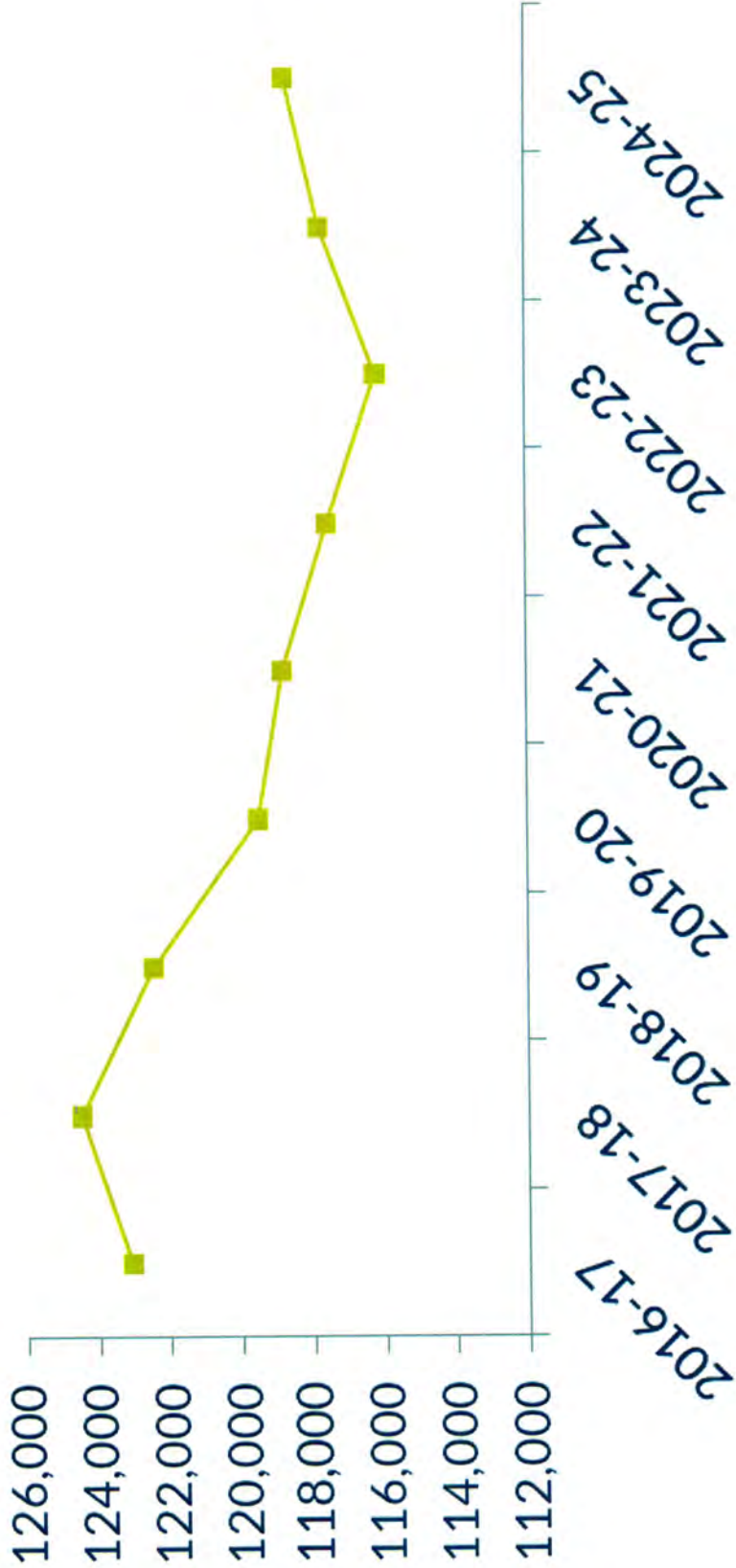
OCT 25 2018



Secretary, SSU Board of Trustees

Projected number of high school graduates

Ohio 2016-25



© Copyright 2016. Knocking at the College Door.
Western Interstate Commission for Higher Education

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OCT 2 5 2018
Secretary, SSU Board of Trustees

Enrollment Management Response

- Develop comprehensive Strategic Enrollment Plan
- Key Performance Indicators and Dashboard
- Conduct Longer-term Situation Analysis
- Goals and Action Projects developed by Committees
- Review and Approval of Action Projects
- Written Strategic Enrollment Plan

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OCT 25 2018



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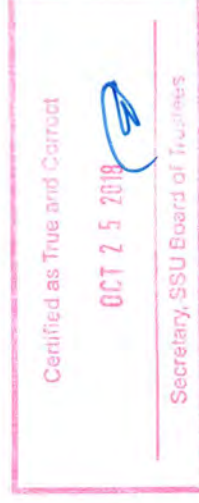
Shawnee State
UNIVERSITY

Longer Term Strategies

Identify and build new programs to attract more students from the primary and secondary market areas.

Increase student retention and graduation rates.

Create new markets of non-traditional students (keeping in mind the adult population is growing, less mobile, and interested in the flexibility of hybrid and online learning).



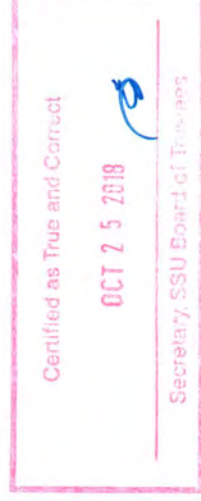
Fall 2019

Primary CHALLENGES

Market continues to present wide range of alternatives

Limited resources to commit to growth

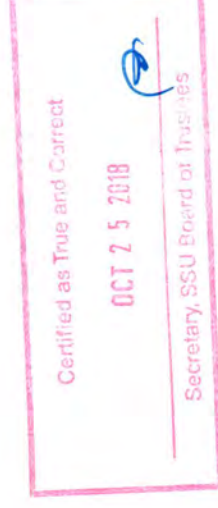
Very late recruitment cycle timing



Fall 2019

Primary ADVANTAGES

- First generation market college attendance rates still low
- Attractive pricing and product for first generation students
- Significant increase in marketing & recruiting capacity



Fall 2019 Strategies

Increase market share of traditional-aged students in the primary market

Create new markets of students in KY and WV

Influence the college-going rate so it increases

Double-down Attractive pricing over Privates

Deploy hyperactive marketing and recruiting activity

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Recruiting Activity

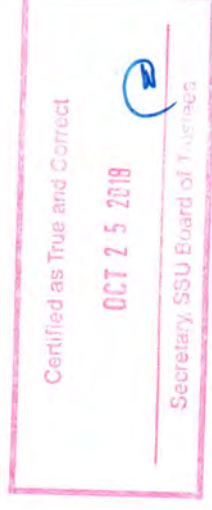
Streamline Application Processing & Prospect Communication

Enhance & Expand Campus Visit Programs

Increase Number and Experience of Recruiters

Actively Manage Recruiters Day-to-Day

Employ Faculty & Staff volunteers



Recruiting Activity

Invest in Travel Program and Calling Program

Increase Off-campus Events & Engage Alumni Volunteers

Expand Financial Aid Literacy Outreach

Prioritize Relationship Building

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Relationship Building

Manage territory activity and identify opportunities; Take ownership of the goals and targets

Develop specific strategies at each stage of the funnel

Contact with inquiries to move students to visit and apply

Contact with applicants (counselors and parents too) to complete applications; Contact with admitted students

Build relationships with counselors, parents, and community

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OCT 25 2018



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ShawneeState
UNIVERSITY

Marketing Activity

Expanded Lists Buy & Direct Mail

Digital Marketing & Social Media Continue

New Website launch January 1

New Direct Mail & In-Hand Segmented Publications

Parent Communication Plan

New & Expanded Search Strategy: RNL & In-House

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RNL Prospect Search

- 4-6 Launches
- Sr./Jr./So. Target
- 100K Record Purchase
- 100% Direct Mail Letter Package
- 5 Additional Plus Email Fulfillment Messages
- Text Message Reply Mechanism
- Digital Advertising 1M Impressions
- Launch Dates
 - 10/17/18
 - 11/13/18
 - 1/22/19
 - 4/22/19
- Search Model
- ForecastPlus Model
- Standard Reporting and Data Management

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Other Activity

- Review Financial Aid & Scholarships for short-term strategies
- Set Daily HS Visits & Expand Showcases & Orientations

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5 Year Enrollment Trend

Funnel Stages	2018	2017	2016	2015	2014	% Change 2018 vs. 2017
Inquiry	3296*	3383*	3897*	4703*	3702*	-3%
Conversion Rate	91%	89%	87%	72%	90%	
Applications	3019	3021	3403	33/1	3363	-<1%
Admit Rate	74%	72%	74%	75%	75%	
Admit	2233	2179	2532	2522	2506	+<1%
Yield Rate	27%	32%	34%	34%	35%	
Deposit	694**	741**	NA	NA	NA	-8%
Enroll	609	705	861	860	890	-13%
Capture Rate	88%	95%	NA	NA	NA	

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OCT 2 5 2018



Secretary, SSU Board of Trustees

Fall 2019 Goals

Funnel Stages	Actual 2018	2019 Goals	2020 Goals	% Change 2019 vs. 2018
Inquiry	3296**	5000**	5500**	+50%
Conversion Rate	91%	80%	75%	
Applications	3019	4000	4125	+27%
Admit Rate	74%	75%	75%	
Admit	2233	3000	3100	+34%
Yield Rate	27%	33%	34%	
Enrolled	609	1000	1054	+64%
Capture Rate	88%	90%	90%	

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OCT 2 5 2019



Secretary, SSU Board of Trustees

Prospect Modeling & Forecasting

Full Data						
Model Score	Count Enrolled	Count Non-Enrolled	Percent Enrolled	Percent Non-Enrolled	Enrollment Rate	Lift
0.00-0.09	0	8	0.0%	0.3%	0.0%	0.00
0.10-0.19	16	202	2.7%	7.7%	7.3%	0.39
0.20-0.29	24	367	4.0%	14.0%	6.1%	0.33
0.30-0.39	51	443	8.5%	16.9%	10.3%	0.55
0.40-0.49	70	501	11.6%	19.1%	12.3%	0.65
0.50-0.59	80	390	13.3%	14.9%	17.0%	0.91
0.60-0.69	97	342	16.1%	13.1%	22.1%	1.18
0.70-0.79	135	246	22.4%	9.4%	35.4%	1.89
0.80-0.89	115	109	19.1%	4.2%	51.3%	2.74
0.90-1.00	15	9	2.5%	0.3%	62.5%	3.34
Total:	603	2617			18.7%	

AUC: 0.735, Area Measure: 0.265



60.1% of the enrolled students have a score of .60+

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OCT 25 2018



Secretary, SSU Board of Trustees

First Performance Report

Shawnee State University Scoring Snapshot - 10/8/2018

Model Score	Inquiries	Applicants	Admits	Deposits
0.00 to 0.09	0	0	0	0
0.10 to 0.19	33	32	18	0
0.20 to 0.29	97	71	22	0
0.30 to 0.39	84	57	32	0
0.40 to 0.49	81	68	25	0
0.50 to 0.59	125	100	52	1
0.60 to 0.69	153	126	61	0
0.70 to 0.79	110	87	61	0
0.80 to 0.89	87	74	53	1
0.90 to 1.00	7	7	5	0
Total	777	622	329	2
Goal	5000	4000	3000	1000
Progress Towards Goal	15.5%	15.6%	11.0%	0.2%

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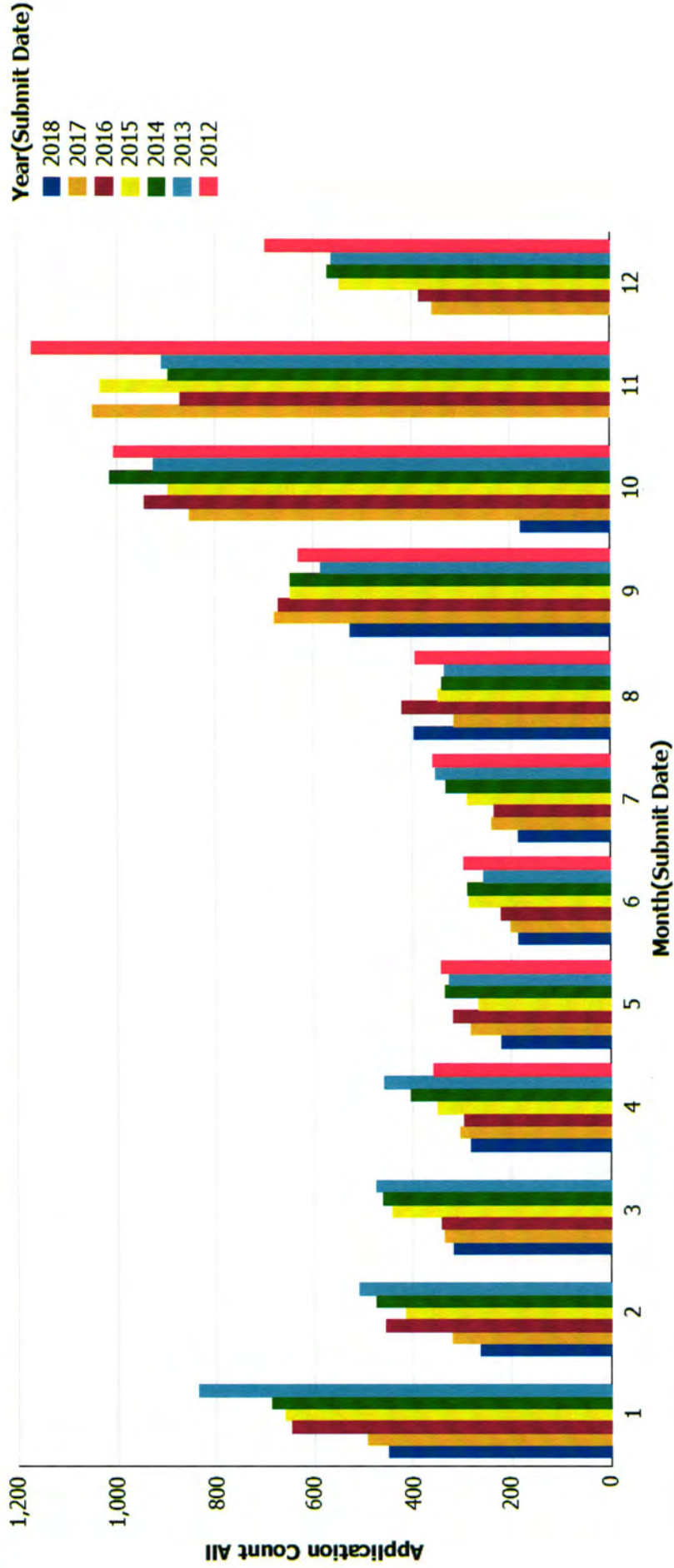
OCT 25 2018

Secretary, SSU Board of Trustees

Fall 2019

Online Admission Application Data

Year(Submit Date): Ascending order; Month(Submit Date): Ascending order



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OCT 25 2019



Secretary, SSU Board of Trustees

5 Year Enrollment Trend

Funnel Stages	Actual 2018	2019 Goals	2020 Goals	% Change 2019 vs. 2018
Inquiry	3296**	5000**	5500**	+50%
Conversion Rate	91%	80%	75%	
Applications	3019	4000	4125	+27%
Admit Rate	74%	75%	75%	
Admit	2233	3000	3100	+34%
Yield Rate	27%	33%	34%	
Enrolled	609	1000	1054	+64%
Capture Rate	88%	90%	90%	

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OCT 2 5 2019



Secretary, SSU Board of Trustees

Fall 2019 Recruitment Plan



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OCT 25 2018

A handwritten signature in blue ink, appearing to be 'A' or similar, written over a horizontal line.

Secretary, SBT/Board of Trustees

RESOLUTION F14-18

**APPROVAL OF THE LOCAL ADMINISTRATION OF
CAPITAL FACILITIES PROJECTS**

WHEREAS, Shawnee State University receives appropriations for capital facilities projects from the General Assembly pursuant to HB 529; and

WHEREAS, for state appropriations under \$4 million, Ohio Revised Code Section 3345.50 requires the Board of Trustees to notify the Chancellor of the Ohio Department of Higher Education in writing of its intent to locally administer the capital facilities project; and

WHEREAS, the University's capital facilities project is also subject to procedures developed in accordance with Ohio Revised Code Section 153.16 for the selection of consultants, preparation and approval of contract documents, receipt of bids, and award of contracts with respect to such projects;

THEREFORE, BE IT RESOLVED, the Shawnee State University Board of Trustees ensures compliance with O.R.C. Section 153.16 and directs the Vice President for Finance and Administration to submit the written notification of the University's intent to locally administer the capital facilities projects as required.

(October 12, 2018)





August 23, 2018

John Carey, Chancellor
Ohio Department of Higher Education
25 South Front Street, 7th Floor
Columbus, OH 43215

Re: Notification of intent to Locally Administer Capital Projects receiving less than \$4 Million in State Capital Appropriations per Ohio Revised Code Section 3345.50

Dear Chancellor Carey:

This letter constitutes our Board of Trustees' notification to the Department of Higher Education of our intent to locally administer capital projects as authorized by Section 3345.50 of the Revised Code. The institution has complied with the requirements of Section 3345.50 of the Revised Code as follows:

1. The Board of Trustees of Shawnee State University notifies the Department of Higher Education of the capital facilities projects appropriated by the General Assembly in HB 529 to be locally administered as authorized by Section 3345.50 of the Revised Code. Those projects are as follows:

<u>Project</u>	<u>State Appropriations</u>
Basic Renovations	\$1,203,428
ATC/Technology & Industrial Buildings Rehab	\$2,000,000
Kricker Innovation Hub	\$500,000
SOMC Hospice Inpatient Center	\$350,000

2. The institution Board of Trustees will pass a resolution on 10/12/18 stating its intent to comply with the guidelines established in accordance with Section 153.16 of the Revised Code (Board resolution will be sent at that time).

This letter fulfills the requirements as set forth in Section 3345.50 of the Revised Code and establishes the institutions intent to locally administer the capital facility projects noted above receiving less than \$4 million in state capital appropriations.

Sincerely,

DocuSigned by:

Elinda C. Boyles

Elinda C. Boyles, Ph.D.

Vice President for Finance & Administration

Copies to: OBR Vice-Chancellor Finance
OBR Director Capital Planning

www.shawnee.edu
740.354.3205
940 Second Street • Portsmouth, Ohio 45662-3244



RESOLUTION F15-18

**APPROVAL OF
2018 VOLUNTARY RETIREMENT INCENTIVE PLAN**

WHEREAS, university leadership has determined that offering retirement incentives is a viable means of responding to current economic challenges; and

WHEREAS, the 2018 Shawnee State University Voluntary Retirement Incentive Plan (VRIP) provides reasonable incentives that consider the University's economic and organizational challenges along with the needs of individuals who may be interested in voluntarily retiring; and

WHEREAS, the proposed 2018 VRIP will be offered to employees determined eligible under the terms and conditions that are stipulated in the VRIP Plan document (attached); and

WHEREAS, the President recommends the adoption of the Plan;

THEREFORE, BE IT RESOLVED, the Board of Trustees approves the Shawnee State University 2018 Voluntary Retirement Incentive Plan.

(October 12, 2018)





Shawnee State University

2018 Voluntary Retirement Incentive Plan (VRIP)

Shawnee State University (the “University”) is offering a plan to its eligible employees under which a qualifying employee in consideration for voluntary relinquishment of employment under the terms provided herein may receive a cash payment or payments.

This is the Plan document for the Shawnee State University 2018 Voluntary Retirement Incentive Plan (the “Plan”). This Plan was approved by the Shawnee State University Board of Trustees on October 12, 2018. The terms of the Plan consist of this Plan document and Exhibits A through C attached hereto.

Under the Plan, the University promises to pay the benefits described herein to an Eligible Employee who agrees to retire from service by January 1, 2019, and fulfills his or her contractual obligations through the date of his or her retirement or separation from service (the “Exit Date”). Failure to fulfill contractual obligations through the Employee’s Exit Date will result in forfeiture of the benefits.

This Plan is not a retirement program and is not intended to provide retirement income. This Plan is intended to qualify as a severance pay plan as defined under Code Section 457(e)(11) and as a “window program” under Code Section 409A. It does not replace or alter any State of Ohio public retirement program or any retirement plan sponsored by the University. Thus, an election to end employment with the University and to receive payments under this Plan will not change benefits provided under the State of Ohio public retirement system or the University retirement programs which an electing faculty or staff member may be eligible to receive.



Exhibit A
Shawnee State University
Voluntary Retirement Incentive Plan

I. Definition

In this Plan:

- A. "Base Pay" means base pay provided for services to the University, determined as of October 15, 2018.
- B. "Code" means the Internal Revenue Code of 1986, as amended, and the guidance thereunder.
- C. "Eligible Employee" means an employee of the University who is administrative, administrative technical support staff, public safety personnel, or who holds a position in a collective bargaining unit, and who as of January 1, 2019: (1) will be retirement eligible under State Teachers Retirement System ("STRS") or Ohio Public Employees Retirement System ("OPERS"), as applicable; or (2) for Alternative Retirement Plan ("ARP") participants, would have been considered retirement eligible under STRS or OPERS, as applicable, if the employee had not elected to participate in ARP. If there is a question as to retirement eligibility, the rules and regulations for determining retirement eligibility under the state retirement system (i.e., STRS and OPERS) in which the employee participates, or should have participated if not for his/her ARP election, shall control.

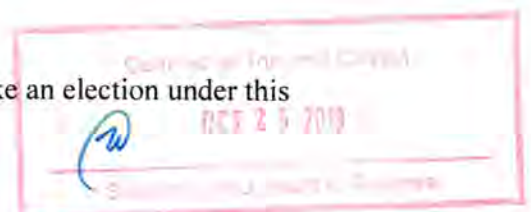
Notwithstanding any provision to the contrary herein, Eligible Employee does not include persons who voluntarily separate from service or retire from the University prior to October 15, 2018; part-time, temporary, or intermittent, employees; special contract employees; and those given notice by the University prior to October 15, 2018 of the University's intent to terminate employment.

Members of collective bargaining units shall only be considered "eligible employees" if the bargaining unit of which they are a member has entered into a memorandum of understanding with the University prior to the member's election to participate in the plan.

- D. "Exit Date" means December 31, 2018; or such alternative retirement date as determined by the University in accordance with the terms of this Plan.
- E. "University" means Shawnee State University.
- F. "Window Period" means the period in which an Eligible Employee may make an election to participate in this Plan, as defined in Section V of this Plan.

II. Eligibility

An Eligible Employee, as defined in Section I of the Plan, may make an election under this



Plan during the Window Period.

III. Date of Retirement

To participate in the Plan, an Eligible Employee must agree to retire from University service. Eligible Employees making an election under this Plan must end employment with the University by December 31, 2018.

Any future employment of the Eligible Employee with the University will be at the sole discretion of the University and may be limited to temporary or part-time status.

To adequately respond to enrollment demands, the University will make reasonable efforts to rehire faculty members participating in the Plan for one course each semester (dependent upon standard registration requirements) during the academic year on a part-time, instructional basis for two academic years following the participant's retirement date. Such participants will be paid at the overload rate established in the then-existing SEA collective bargaining agreement between Shawnee State University and the SEA.

Following retirement from service with the University, the Eligible Employee is free to accept full or part-time employment with any other employer. Provided, however, the Eligible Employee waives any right to rehire or reinstatement with the University.

IV. Plan Benefits

Eligible Employees who make an election to retire from service by January 1, 2019, shall receive the following benefits under the Plan:

1. Payments in the aggregate amount of 25% of his/her FY19 base salary. This incentive payment will be made in two equal payments. The first installment on or around January 1, 2019 and the second on or around January 1, 2020.
2. Medical insurance supplement: voluntary retirees will receive two taxable payments in the amount of \$5,000. The first installment on or around January 1, 2019 and the second on or around January 1, 2020.

Notwithstanding the foregoing, the sum of the total payments provided under Subsections (1) and (2) of this Section shall not exceed the compensation limitation under Internal Revenue Code Section 401(a) (17) or two (2) times the employee's total compensation for the 2018 tax year.

Participation in and receipt of any and all other retirement plans and benefits offered to an Eligible Employee shall remain unchanged.

V. Election

An Eligible Employee meeting the eligibility requirements of Section II may participate in this Plan by making an election to do so. The election to participate in the Plan is subject to the following terms and conditions.

- A. The election is completely voluntary.



- B. The election period shall begin as of October 15, 2018 and close on November 29, 2018 ("Window Period"). All election forms (see Appendix B) must be submitted to the Department of Human Resources by November 29, 2018.
- C. Except as provided in Subsections (D) and (E) of this Section V, once made, the election cannot be withdrawn or modified by the employee or the University.
- D. The University reserves the right to determine whether to accept, modify, or terminate an employee's election under this Plan, when, in the University's sole discretion, such actions are deemed appropriate in order to meet the University's academic, programmatic, or economic needs, or when the electing employee becomes incapable of carrying out his or her responsibilities and duties under this election. Employees who are accepted to participate will be notified within seven (7) days of the window period close date.
- E. Employees who are accepted will have five (5) days to accept the offer of the retirement incentive and submit their irrevocable resignation on the form provided by the University. Upon receipt, the University will provide written acceptance of the employee's retirement (see Exhibit C).

Notwithstanding anything herein to the contrary, the employee's designation of an Exit Date shall not create any contract entitling the employee to work through the specified Exit Date, and the University continues to reserve the right to terminate or lay-off an employee in accordance with applicable law and, in accordance with the Collective Bargaining Agreement between Shawnee State University and the Shawnee Education Association (SEA) or the Communications Workers of America (CWA), if applicable. However, if an Eligible Employee who has elected to participate in the Plan should be laid-off and is in an unpaid status, he or she will be entitled to severance benefits on the same schedule that would have applied had he or she continued to work (or continued on approved leave).

Forms referenced in this Section V may be obtained from Human Resources.

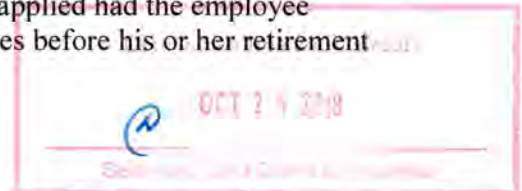
VI. Effect of Plan Election

This Plan is not intended to provide retirement income, nor does it replace or alter the retirement plan or plans sponsored by the University. The election to end employment with the University and to receive payments under this Plan will not change benefits provided under the University retirement program that an electing employee may otherwise be eligible to receive.

VII. Death or Disability

With respect to payments made pursuant to Section IV(1) and (2) of the Plan:

- A. If the employee retires from service and is entitled to benefits under Section IV(1) and (2) of the Plan, but dies before receiving all such benefits, then the beneficiary named on the employee's University-provided life insurance benefit shall receive the remaining benefits on the same schedule that would have applied had the employee survived until the full payment is made. If an employee dies before his or her retirement date, no benefits will be paid under this Plan.



Payment pursuant to Section IV will be made to a beneficiary only upon proper proof submitted to and accepted by the plan administrator, establishing legal entitlement to be paid.

If the employee has filed a written election to participate in the Plan and becomes disabled (so that in the opinion of a physician acceptable to the University, the employee will be unable to return to full-time work prior to the agreed Exit Date) then the employee shall receive severance benefits on the same schedule that would have applied had he or she continued to work (or continued on approved leave) until the agreed Exit Date under the Plan. An employee who becomes disabled after filing an election to participate in the Plan will not be able to revoke that election after the close of the Window Period and the Revocation Period have passed.

VIII. Divorce

To the extent required under any final judgment, decree or order (including approval of a property settlement agreement), referred to as the "Order," that (i) relates to the provision of child support, alimony payments, or marital property rights; (ii) is made in compliance with Code Section 414(p); and (iii) is made pursuant to a state domestic relations law, any portion of a Participant's benefits may be paid to a spouse, former spouse, child or other dependent of the Participant (the "Alternate Payee"). A separate account shall be established with respect to the Alternate Payee, in the same manner as the Participant, and any amount so set aside for an Alternate Payee shall be paid out within ninety (90) days of the date of the Order. Any payment made to an Alternate Payee pursuant to this paragraph shall be reduced by required income tax withholding.

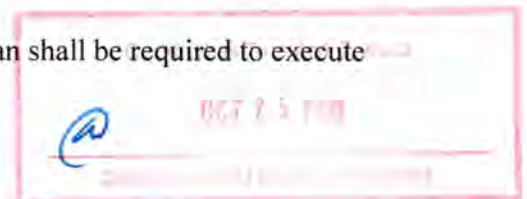
The Plan's liability to pay benefits to a Participant shall be reduced to the extent that amounts have been paid or set aside for payment to an Alternate Payee pursuant to an Order. No such transfer shall be effectuated unless the University as the former Employer (plan sponsor) has been provided with such an Order.

The Employer or its agents and representatives, shall not be obligated to defend against or set aside any Order, or any legal order relating to the garnishment of a Participant's benefits, unless the full expense of such legal action is borne by the Participant. In the event that the Participant's action (or inaction) nonetheless causes the University as former Employer to incur such expense, the amount of the expense may be charged against the Participant's benefit amount and thereby reduce the University's obligation to pay benefits to the Participant. In the course of any proceeding relating to divorce, separation, or child support, the University shall be authorized to disclose information relating to the Participant's benefits to the Alternate Payee (including the legal representatives of the Alternate Payee), or to a court.

IX. Additional Conditions

As a condition of participation in the Plan, and in consideration of benefits to be received under the Plan, an Eligible Employee shall be required to waive all future employment rights and property rights, all entitlement to future wage and benefit increases, and all rights to participate in any University-sponsored benefit plans (other than the right to payments under this Plan and the right to purchase continuation of health care coverage as is required under applicable federal law). The University and/or Board of Trustees reserve the right to offer or not offer similar plans in the future, without obligation to those electing this Plan.

An Eligible Employee who wishes to elect to participate in the Plan shall be required to execute



and to deliver to Human Resources of the University all of the following documents:

Exhibit B – “Application to Participate”

Exhibit C – “Acceptance of Offer”

Exhibit D – “Release and Waiver of Claims Agreement”

X. Amendment or Termination of Plan

The University, at its discretion, may amend or terminate this Plan, provided that such amendment or termination shall not change any rights or interests of any employee who has made an election under it prior to such amendment or termination.

XI. Code Sections 457 and 409A.

This Plan is intended to qualify as a severance pay plan under Code Section 457(e)(11) and a “window program” under Section 409A so as to not constitute deferred compensation under Code Sections 409A, 457(b), and 457(f). In no event may the University or an Eligible Employee accelerate or delay payment or the Exit Date in a manner inconsistent with this intent. The Plan shall be interpreted and administered in a manner consistent with this intent. Amounts payable under this Plan upon retirement, termination, or any similar term shall be payable only when the eligible employee incurs a “separation from service” as defined under Code Section 409A. Each payment of benefits under this Plan is intended to constitute separate payments for purposes of Code Section 409A.



Exhibit B

Application to Participate in 2018 Shawnee State University Voluntary Retirement Incentive Program

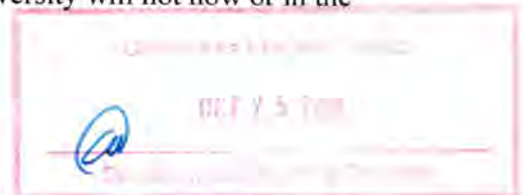
Applications for inclusion in the Shawnee State University Voluntary Retirement Incentive Program will be accepted beginning October 15, 2018 through November 29, 2018. The University is offering a retirement incentive payment in accordance with the 2018 Voluntary Retirement Incentive Plan documents to employees who are eligible for retirement and retire on or before January 1, 2019.

Participation in this opportunity is wholly voluntary and at the sole election of the employee. Qualified employees are neither encouraged nor required to make this application nor discouraged or prohibited from making this application. Any questions regarding this application should be directed to the Department of Human Resources.

IMPORTANT

PLEASE READ AND UNDERSTAND BEFORE APPLYING TO PARTICIPATE IN THE 2018 VOLUNTARY RETIREMENT INCENTIVE PLAN

1. Retirement incentives are subject to income tax but are not subject to retirement contributions or included in the University's life insurance coverage calculation.
2. The incentive is open to employees who:
 - a) are employed at the University on October 15, 2018, and
 - b) are or will be eligible for service retirement as of January 1, 2019.
3. Applicants who are selected to receive the retirement incentive must agree to and actually retire on or before January 1, 2019 and resign their employment with the University. Applicants who are selected will have five (5) days to accept the offer of the retirement incentive and submit their resignation on a form provided by the University. If the offer is not accepted by the applicant, the University will offer it to the next person on the list. This election is irrevocable.
4. Employees who apply to participate in the retirement incentive program will **not be eligible** for unemployment compensation.
5. Employees who are members of the Ohio Public Employees or State Teachers Retirement System may wish to consult with a counselor at OPERS/STRS to determine the impact of accepting the retirement incentive and retiring on or before January 1, 2019. Employees who participate in the Shawnee State University Alternative Retirement Plan (ARP) may wish to consult with their ARP provider to determine the impact of accepting the retirement incentive and retiring on or before January 1, 2019.
6. Employees may, at their own expense, wish to consult with legal or other counsel before making application to or accepting any offer to participate in the 2018 Voluntary Retirement Incentive Plan.
7. Participation in this Plan is not a guarantee or promise that the University will not now or in the future reduce its workforce through position elimination or layoff.



8. No person who applies for or accepts this benefit has a right to re-employment with the University following retirement. Future employment with the University will be at the sole discretion of the University.

Employee Election

I hereby voluntarily apply to participate in the 2018 Shawnee State University Voluntary Retirement Incentive Plan. I hereby affirm and acknowledge that I have read and understand this application and have had sufficient time and opportunity to review and discuss it with persons, including legal counsel of my choice, and have obtained all the information I need to make this application. I fully understand the meaning of each statement in this application and make this election freely and voluntarily and am not under any pressure or coercion to do so. There are no other representations, promises, understandings or agreements, written or oral, in relation to my application to participate in the Shawnee State University Voluntary Retirement Incentive Plan or my resignation and retirement between the University and me except as expressly set forth herein. I have reviewed the Release and Waiver of Claims Agreement and intend to sign it subject to the 7-day revocation period.

Employee Signature: _____

Printed Name: _____

SSU Employee ID #: _____

Date: _____

Department: _____

Proposed Retirement Date: _____



Exhibit C

2018 SHAWNEE STATE UNIVERSITY
VOLUNTARY RETIREMENT INCENTIVE PLAN
ACCEPTANCE OF OFFER

I understand that I am eligible to participate in the 2018 Shawnee State University Voluntary Retirement Incentive Plan. I understand that by accepting the University's offer, I will receive a retirement incentive payment in accordance with the 2018 Voluntary Retirement Incentive Plan documents and any applicable memorandum of understanding between Shawnee State University and a collective bargaining unit to which I am subject.

IMPORTANT TERMS AND CONDITIONS

- I understand that I am retiring as a participant in the Shawnee State 2018 Voluntary Retirement Incentive Plan and that I must retire on or before January 1, 2019.
- *I understand that my retirement, once accepted, cannot be changed or revoked outside any applicable rescission period.*
- I understand that I do not qualify for unemployment compensation.
- Retirement incentives are subject to income tax but are not subject to retirement contributions or included in the life insurance coverage calculation. I acknowledge that I have had the opportunity to consult with my retirement plan provider (OPERS/STRS/ARP) and legal counsel to determine the impact of accepting the retirement incentive and retiring on or before **January 1, 2019**.
- I understand that participation in this Plan is not a guarantee or promise that the University will not now or in the future reduce its workforce through position elimination or layoff.
- I understand and acknowledge that I have no right to re-employment with the University following retirement. Future employment with the University will be at the sole discretion of the University.

Last Name

First Name

Middle Initial

Shawnee State ID #:

Separation Date (last date worked):

Effective Date of Retirement:

(OVER)



RETIREMENT - I hereby am retiring as a participant in the Shawnee State University Voluntary Retirement Incentive Plan. I understand and acknowledge that my decision to participate is purely voluntary and that I must retire on or before January 1, 2019.

I understand that my retirement, once accepted, is irrevocable.

Signature of Employee

Date

On behalf of the University, I accept your retirement as specified above.

President/Designee

Date

PLEASE RETURN TO HUMAN RESOURCES, BY 5:00 P.M., DECEMBER 11, 2018.

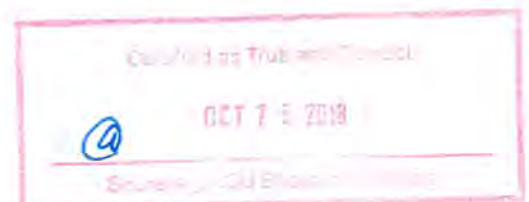


Exhibit D

**Shawnee State University
2018 Voluntary Retirement Incentive Plan
Release and Waiver of Claims Agreement**

This Release and Waiver of Claims Agreement (the "Agreement") is executed by and between _____ on his/her own behalf and on behalf of his/her heirs, executors, administrators and assignees (collectively, the "Employee") and Shawnee State University (the "University").

WHEREAS, the Employee is an Eligible Employee who may become entitled to receive certain severance incentive payments in accordance with the terms of the Shawnee State University 2018 Voluntary Retirement Incentive Plan (hereinafter "VRIP" or "Plan"); and

WHEREAS, the Employee has indicated that he or she is desirous of becoming a Participant in the Plan; and

WHEREAS, as a condition of the Employee becoming a Participant in the Plan, the Employee is required to enter into this Release and Waiver of Claims Agreement no later than December 11, 2018; and

WHEREAS, the Plan is being offered to meet operational and budgetary needs of the University. The VRIP is offered to Shawnee State University employees meeting the VRIP eligibility criteria as identified in the Plan document and is not a fringe benefit.

NOW, THEREFORE, IT IS AGREED by and between the Employee and the University as follows:

(1) The Employee by signing this Release and Waiver of Claims Agreement hereby affirms his or her decision to become a Participant in the Plan by (i) agreeing to retire from employment as an Employee of Shawnee State University effective on or before January 1, 2019 or an alternate Exit Date determined by the University based on operational and educational needs and (ii) certifying that he or she will commence payment of benefits under the applicable state retirement program (State Teachers Retirement System ("STRS"), Ohio Public Employees Retirement System ("OPERS"), or Alternative Retirement Plan (ARP), as applicable).

(2) To the fullest extent permitted by law and only to the extent permitted by law, the Employee, in consideration of the University's promises under the Plan, waives, releases and forever discharges the University, the University's Board of Trustees, individual Board members, both past and present, the University's past and present administrators, employees, agents, and representatives from any and all claims, actions or suits arising from, relating to, concerning or touching upon his/her employment with the University or the ending of his/her employment with the University, so long as such claims are able to be waived under governing law, including but not limited to:



(A) Any claim, action or suit alleging that he/she was illegally or improperly forced to resign his/her employment with the University;

(B) Any grievance, claim, action or suit alleging that the University breached any provision of its policies, procedures, employment agreements or collective bargaining agreements;

(C) To the extent such claims may be waived under the law, any claim, action or suit alleging that the University illegally discriminated against him/her in violation of any state or federal law or constitutional provisions, including any claim under Title VII of the Civil Rights Act of 1964, 42 USC §2000e, et seq., 42 USC §1983, and Ohio Revised Code Chapter 4112;

(D) Any claim, action or suit alleging that the University discriminated against him/her on the basis of his/her age in violation of the Age Discrimination in Employment Act of 1967, as amended, 29 USC §621, et seq., including any claim under the "Older Workers Benefit Protection Act" and Ohio Revised Code Chapter 4112;

(E) Any claim, action or suit alleging that the University violated the employee's rights;

(F) To the extent such claims may be waived under the law, any claim, action or suit seeking monetary relief or any personal right of recovery of any kind in a lawsuit brought on his/her behalf by any local, state or federal administrative agency would have jurisdiction alleging that he/she was improperly separated, treated or discriminated against as an Employee of the University;

(G) Any claim, action or suit over which any state or federal court would have jurisdiction, including, but not limited to, any claim of mental and/or physical injury; damage to or loss of personal reputation, defamation, intentional infliction of emotional distress or violation of constitutional rights;

(H) Any claim, action or suit for salary, fringe benefits and/or other costs, expenses or attorney fees; and

(I) Any taxes to any government entity that are owed on behalf of the Employee. The Employee acknowledges and accepts any tax and Medicare consequences and liability resulting from the Plan as his/her personal liability.



Exclusively as the Agreement pertains to the Employee's release of claims under the Age Discrimination in Employment Act ("ADEA"), the Employee, pursuant to and in compliance with the Older Workers Benefit Protection Act: (i) is advised to consult with an attorney prior to executing this Agreement; (ii) is afforded a period of forty-five (45) calendar days to consider the Agreement; and (iii) may revoke the Agreement during the seven (7) calendar days following its execution. The Employee's knowing and voluntary execution of the Agreement is an express acknowledgment and agreement that the Employee had the opportunity to review the Agreement with an attorney if he/she so desired; that Employee was afforded forty-five (45) days to consider the Agreement before executing it (even if the Employee voluntarily chose to sign the Agreement prior to the expiration of the 45-day period); that Employee agrees the Agreement is written in a manner that enables him/her fully to understand its contents and meaning; and that Employee is being given seven (7) days to revoke the Agreement.

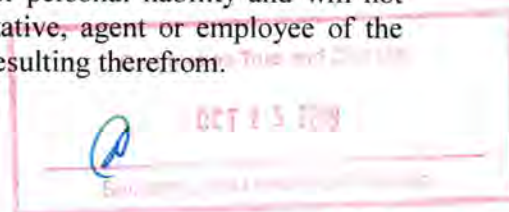
(3) Notwithstanding the foregoing, the Employee does not hereby release any claims that may not be waived under the law, including but not limited to the right to participate in an administrative agency proceeding, and does not waive any claims that may arise with respect to the operation and administration of this Plan after the date of his or her retirement or termination of employment. After the Employee's retirement or termination of employment under the Plan, the Employee shall be permitted to take any action that is permitted under applicable law to enforce the terms of the Plan and Employee's rights thereunder.

(4) THIS AGREEMENT MAY BE REVOKED BY THE EMPLOYEE BY SO NOTIFYING THE PLAN ADMINISTRATOR AND HUMAN RESOURCES OF THE UNIVERSITY, IN WRITING, WITHIN SEVEN (7) DAYS FROM THE DATE THE EMPLOYEE SIGNS THIS AGREEMENT. If this Agreement is not so revoked, it shall become effective, enforceable and irrevocable. There is no obligation of the University to make any payments prior to expiration of the revocation period.

(5) The Employee acknowledges and understands that "Eligible Employees" are defined utilizing the STRS/OPERS eligibility standards (as applicable based on the Employee's participation in such program or would be participation absent ARP election).

(6) The Employee acknowledges and agrees that the University and its representatives, agents and employees have not made, and that Employee has not relied on, any representation(s) or promise(s) from the University, its employees, representatives and agents in making his/her decision to enter into this Agreement, except for the representations and promises that are contained in this Agreement. The Employee and the University further understand and agree that this Agreement constitutes the entire understanding and agreement between them pertaining to its subject matter; supersedes any other agreement, written or otherwise, pertaining to its subject matter; and, constitutes their full obligation to one another.

The Employee acknowledges that he/she has not relied upon any representation or statement by any representative, employee or agent of the University with respect to any tax and Medicare consequence(s) of the Plan. The Employee acknowledges and accepts any tax consequence(s) and liability resulting from the Plan as his/her personal liability and will not attempt to or otherwise hold the University or any representative, agent or employee of the University responsible for any tax consequence(s) or liability resulting therefrom.



(7) This Agreement shall be binding upon the University and the Employee, as well as the Employee's heirs and executors.

(8) The Employee acknowledges that no representations have been made to the Employee regarding the availability, unavailability, level or character of retirement or severance benefits which may or may not be made available in the future to the employees of the University. The Employee affirms that the terms of the Plan represent good and valuable consideration for the Employee's retirement, regardless of any severance or retirement incentive benefits which may become available in the future to employees of the University. The Employee understands that increased, different or reduced benefits and/or additional programs of the same or similar character may be made available in the future and the Employee expressly disclaims any reliance on any representations to the contrary.

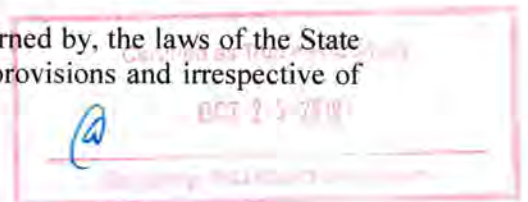
(9) As a condition of becoming a Participant in the Plan, and in consideration of benefits to be received under the Plan, the Employee waives all future employment rights, property rights, all entitlement to future wage and benefit increases, all rights to participate in any University-sponsored benefit plans (other than the right to payments under this Plan and the right to purchase continuation of health care coverage as is required under applicable federal law). The University and/or Board of Trustees reserve the right to offer or not offer similar plans in the future without obligation to those electing this Plan.

(10) The Employee, his/her beneficiary and any other person having or claiming any right to payments under the Plan or to any interest under the Plan shall rely solely on the unsecured promise of the University, and nothing in the Plan shall be construed to give the Employee, beneficiary or any other person any right, title, interest or claim in or to any specific asset, fund, reserve, account or property of any kind whatsoever owned by the University or in which it may have any right, title or interest now or in the future, but the Employee, beneficiary or any other person shall have the right to enforce his/her right to the Plan benefits against the University in the same manner as any unsecured creditor. Specifically, the Employee, beneficiary and any other person shall have no rights in any annuity or other investment account or the proceeds of any annuity or investment account purchased or entered into by the University for the purpose of providing the University with the funds to meet its obligations under the Plan.

Further, the Employee, beneficiary and any other person shall have no right to commute, sell, assign, transfer or otherwise convey the right to receive any payments hereunder, which payments and right thereto are expressly declared to be non-assignable, non-transferable, and not subject to transfer by operation of law in the event of bankruptcy or insolvency, attachment, garnishment and execution, except as required by applicable law.

(11) It is specifically understood by the Employee and the University that this voluntary severance from employment with the University will disqualify the Employee from receipt of unemployment benefits pursuant to the provisions of the Ohio law as it constitutes a voluntary termination of employment without cause attributable to the employer.

(12) This Agreement shall be subject to, and governed by, the laws of the State of Ohio, without regard to any choice of law or conflict-of-law provisions and irrespective of



the fact that Employee may now be, or may become, a resident of a different state.

(13) The sole and exclusive jurisdiction and venue for any litigation arising out of this Agreement or the Plan shall be the Ohio Court of Claims in Franklin County in the State of Ohio, and the Employee and University irrevocably consent to the personal jurisdiction of such court.

(14) In the event any parts of this Agreement are found to be void, the remaining provisions of the Agreement shall nevertheless be binding with the same effect as though the void parts were deleted.

(15) Signatures:

Shawnee State University

By: _____

Its: _____

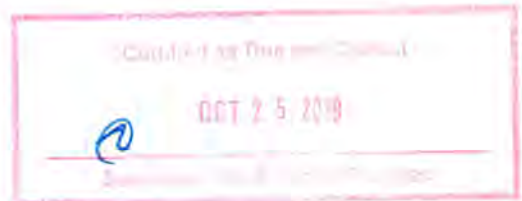
Date: _____

Employee

Name: _____

Signature: _____

Date: _____



RESOLUTION F16-18

APPROVAL OF UNIVERSITY CLOSURE DURING SPRING BREAK

WHEREAS, the closure of the University for a designed period (not to exceed 5 work days) each year during spring break will achieve significant savings in the forms of energy efficiency and reduced labor costs, and

WHEREAS, the spring break closure period will be identified and approved each academic year via the academic calendar approval process; and

WHEREAS, this action is a component of a comprehensive economic savings plan and the viability of continuing such closure will be examined by the President each year to determine the impact upon the delivery of services and operational needs and may be modified to respond to these needs;

THEREFORE, BE IT RESOLVED, that the Board of Trustees approves the closure of the University during the designated spring break period beginning spring 2019 and continuing with the modifications approved by the President.

(October 12, 2018)



RESOLUTION F17-18

**APPROVAL OF FY19 OPERATING BUDGETS
(GENERAL FUND AND AUXILIARY FUND)**

WHEREAS, at the August 24, 2018 meeting of the Board of Trustees, Resolution F13-18 as amended (copy attached) was approved to provide for continued spending for university operational needs pending the approval of the general fund and auxiliary fund budgets to be submitted at the October meeting; and

WHEREAS, at the same meeting, Resolution F12-18 as amended (copy attached) approved the development of the general fund budget at no more than \$3 million deficit; and

WHEREAS, the proposed FY19 operating budgets (general and auxiliary funds) have been generated that fulfills the Board's directives and incorporates projected revenue resulting from academic year 2018-19 tuition and fees,, state funding, and other sources of revenue, including residential housing and other auxiliary revenues; and

WHEREAS, the FY19 operating budgets (general and auxiliary funds) include required reductions in compensation and non-compensation expenditures that are essential to remain within the approved budgets;

THEREFORE, BE IT RESOLVED, the Board of Trustees approves the proposed FY19 operating budgets (general and auxiliary funds) effective July 1, 2018.

(October 12, 2018)





12-Oct-18

REVENUE AND TRANSFERS IN

	PRELIMINARY GENERAL FUND		GENERAL FUND FY19 - DRAFT		GF/FTE		
	FY18 ACTUAL	FY19 BUDGET	\$ Var	% Var	AY17-18	AY18-19	% Change
State Funding					3,195	2,909	-9.0%
Capital Component	\$27,260	\$0	(27,260)	-100.0%			
State Share of Instruction (SSI)	\$13,244,283	\$13,381,475	137,192	1.0%			
State Share of Instruction (Access Challenge)	\$0	\$0	0	0.0%			
Student Support Services (Disabilities)	\$2,798	\$2,798	0	0.0%			
Supplement	\$2,537,456	\$2,537,456	0	0.0%			
Total State Funding	\$15,811,797	\$15,921,729	109,932	0.7%	\$4,949	\$5,473	10.6%
Tuition & Student Fees							
Course Fees	\$1,619,332	\$1,378,883	(240,449)	-14.8%			
General Fee	\$2,217,056	\$1,888,450	(328,606)	-14.8%			
Instructional Fee	\$20,909,708	\$18,950,046	(1,959,662)	-9.4%			
Miscellaneous Fees	\$864,192	\$762,920	(101,272)	-11.7%			
Non-Resident Surcharge	\$1,069,043	\$789,916	(279,127)	-26.1%			
Technology Fee	\$408,042	\$352,672	(55,370)	-13.6%			
University Center Bond Fee	\$875,119	\$783,691	(91,428)	-10.4%			
Total Tuition and Fees	\$27,962,492	\$24,906,577	(3,055,915)	-10.9%			
Institutional Funded Scholarships	(\$3,411,217)	(\$3,720,967)	(309,750)	9.1%	(\$1,068)	(\$1,279)	19.8%
Adjusted Total Tuition & Student Fees	\$24,551,275	\$21,185,610	(3,365,665)	-13.7%	\$7,684	\$7,283	-5.2%
Other Income							
Indirect Cost Recovery	167,800	\$138,000	(29,800)	-17.8%			
Miscellaneous Income	\$34,943	\$634,943	0	0.0%			
Total Other Income	\$802,743	\$772,943	(29,800)	-3.7%			
Transfers from Other Funds							
Auxiliary Fund	\$289,550	\$289,550	0	0.0%			
Total Transfers In	\$289,550	\$289,550	0	0.0%			
Total Revenue	\$41,455,364	\$38,169,832	(3,285,533)	-7.9%	\$12,975	\$13,121	1.1%
EXPENDITURES & TRANSFERS OUT							
Compensation Expenditures							
Benefits (Health care/vision/dental/life)	6,328,606	\$6,050,000	(278,606)	-4.4%			
Benefits - Mandatory (STRS, OPERS, OBES, BWC)	4,109,416	\$3,523,704	(585,713)	-14.3%			
Salaries	24,173,036	\$20,788,811	(3,384,225)	-14.0%			
Total Compensation	\$34,611,058	\$30,362,515	(4,248,544)	-12.3%	\$10,833	\$10,437	3.7%
Non-Compensation Expenditures							
Equipment, Buildings, Property	759,083	\$469,892	(289,191)	-38.1%			
External Professional Services	870,072	\$804,028	(66,044)	-7.6%			
Information, Communication, Shipping	1,041,550	\$902,756	(138,794)	-13.3%			
Maintenance, Rentals, Service Contracts	2,941,455	\$2,471,172	(470,283)	-16.0%			
Miscellaneous	785,354	\$967,428	182,074	23.2%			
Supplies	1,187,555	\$514,744	(672,811)	-56.7%			
Travel, Entertainment	585,966	\$292,983	(292,983)	-50.0%			
Utilities	1,381,687	\$1,188,251	(193,436)	-14.0%			
Total Non-Compensation	\$9,552,721	\$7,611,254	(1,941,467)	-20.3%	\$2,990	\$2,616	-12.5%
Transfers to Other Funds							
Agency Fund	128,407	\$125,000	(3,407)	-2.7%			
Auxiliary Fund	1,927,761	\$1,657,875	(269,887)	-14.0%			
Plant Fund (Bond fees)	1,251,022	\$1,327,275	76,253	6.1%			
Total Transfers Out	\$3,307,190	\$3,110,150	(197,040)	-6.0%			
TOTAL EXPENDITURES & TRANSFERS OUT	\$47,470,969	\$41,083,918	(6,387,051)	-13.5%	\$14,858	\$14,123	-4.9%
PROJECTED OPERATING SURPLUS (DEFICIT)	(\$6,015,605)	(\$2,914,086)			(\$1,882.82)	(\$1,001.75)	46.8%
Investment Portfolio Gain	\$852,602	TBD					
GENERAL FUND SURPLUS (DEFICIT)	(\$5,163,003)	TBD					

Certified as True and Correct
 OCT 25 2018
 Secretary SSU Council of Trustees



12-Oct-18
REVENUE

Preliminary

DRAFT

Auxiliary Budget

	FY18	FY19		
	ACTUAL	BUDGET	\$ Var	% Var
Operating Income				
Commissions	\$744,466	\$644,486	(\$99,980)	-13.4%
Housing Fees	\$806,399	\$799,224	(\$7,175)	-0.9%
Meal Plan Fees	\$2,368,268	\$2,110,963	(\$257,306)	-10.9%
Service Fees, Memberships	\$331,179	\$325,000	(\$6,179)	-1.9%
Ticket Sales, Rentals	\$604,951	\$548,560	(\$56,391)	-9.3%
Total Operating Income	\$4,855,263	\$4,428,232	(\$427,031)	-8.8%
Other Income				
Grants	\$228,468	\$214,500	(\$13,968)	-6.1%
Miscellaneous Income	\$151,865	\$160,000	\$8,135	5.4%
Total Other Income	\$380,332	\$374,500	(\$5,832)	-1.5%
Transfers from Other Funds				
General Fund	\$2,057,348	\$1,657,875	(\$399,473)	-19.4%
TOTAL REVENUE	\$7,292,943	\$6,460,607	(\$832,336)	-11.4%
EXPENDITURES & TRANSFERS				
Compensation Expenditures				
Health care	\$317,519	\$337,320	\$19,801	6.2%
Mandatory benefits	\$274,087	\$242,848	(\$31,239)	-11.4%
Salaries	\$1,617,033	\$1,432,734	(\$184,299)	-11.4%
Total Compensation	\$2,208,639	\$2,012,902	(\$195,737)	-8.9%
Non-Compensation Expenditures				
Equipment, Buildings, Property	\$70,143	\$59,946	(\$10,197)	-14.5%
External Professional Services	\$295,066	\$261,068	(\$33,998)	-11.5%
Information, Communication, Shipping	\$113,416	\$84,087	(\$29,329)	-25.9%
Maintenance, Rentals, Service Contracts	\$469,097	\$322,940	(\$146,157)	-31.2%
Meal Plan Expense	\$1,709,188	\$1,415,539	(\$293,649)	-17.2%
Miscellaneous	\$833,151	\$681,671	(\$151,480)	-18.2%
Scholarships	\$706,874	\$754,336	\$47,462	6.7%
Supplies	\$207,241	\$111,954	(\$95,287)	-46.0%
Travel, Entertainment	\$488,813	\$218,084	(\$270,729)	-55.4%
Utilities	\$94,539	\$90,000	(\$4,539)	-4.8%
Total Non-compensation	\$4,987,528	\$3,999,625	(\$987,903)	-19.8%
Transfers to Other Funds				
Agency Fund	\$0	\$0	\$0	0.0%
General Fund	\$289,550	\$289,550	\$0	0.0%
Plant Fund	\$235,633	\$235,633	\$0	0.0%
Total Transfers	\$525,183	\$525,183	\$0	0.0%
TOTAL EXPENDITURES & TRANSFERS	\$7,721,350	\$6,537,710	(\$1,183,640)	-15.3%
AUXILIARY SURPLUS (DEFICIT)	(\$428,407)	(\$77,103)	\$351,304	82.0%

(\$77,103) - Revised as of Tuesday Correct
 OCT 23 2018
 Secretary, State/General Trustees

FY2019 1st Quarter Review

Finance and Administration

October 12, 2018

Certified as True and Correct

OCT 25 2018



Secretary, SSU Board of Trustees

Comparison

FY16 – FY19

1st Qtr.

Revenue and Expenditures

Certified as True and Correct

OCT 2 5 2018

Secretary, SISU Board of Trustees

REVENUE
FY2016 - 2019 General Fund
as of September 30

	FY16		FY17		FY18		FY19		
	BUDGET	ACTUAL AS OF 9/30	BUDGET	ACTUAL AS OF 9/30	BUDGET	ACTUAL AS OF 9/30	BUDGET	ACTUAL AS OF 9/30	%
State Funding	\$16,141,824	\$4,034,206	\$15,716,455	\$3,928,164	\$15,424,285	\$3,855,565	\$15,921,729	\$3,979,733	25.00%
Tuition & Student Fees	\$27,012,372	\$14,049,832	\$27,351,355	\$13,466,497	\$27,187,033	\$12,446,451	\$21,185,610	\$11,273,723	53.21%
Scholarships*		(\$1,569,104)		(\$1,429,103)		(\$1,714,463)		(\$1,893,795)	
Other Income	\$832,908	\$192,881	\$832,908	\$177,202	\$735,000	\$317,065	\$772,943	\$111,748	14.46%
Transfers from Other Funds	\$262,256	\$0	\$289,550	\$0	\$289,550	\$0	\$289,550	\$0	0.00%
TOTAL REVENUE	\$44,249,360	\$18,276,919	\$44,190,268	\$17,571,863	\$43,635,868	\$16,619,081	\$38,169,832	\$15,365,204	40.25%

*Scholarships are removed from tuition & fees revenue

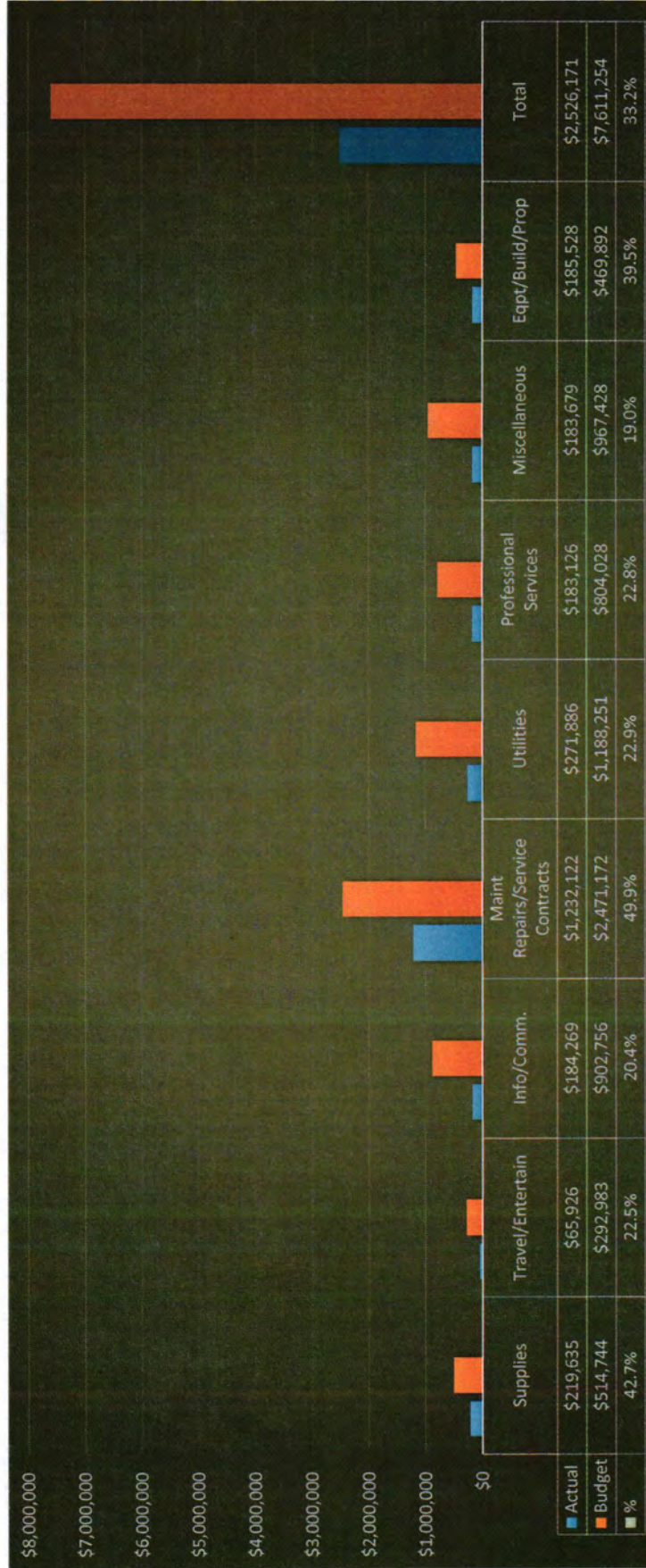
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 SECRET 2019
 Secretary SSU Board of Trustees

Breakdown: Non-compensation

FY2019 1st Quarter

Certified as True and Correct
OCT 2 5 2018
Secretary, SSU Board of Trustees

FY19 1st Qtr. Non Compensation Budget - Actual

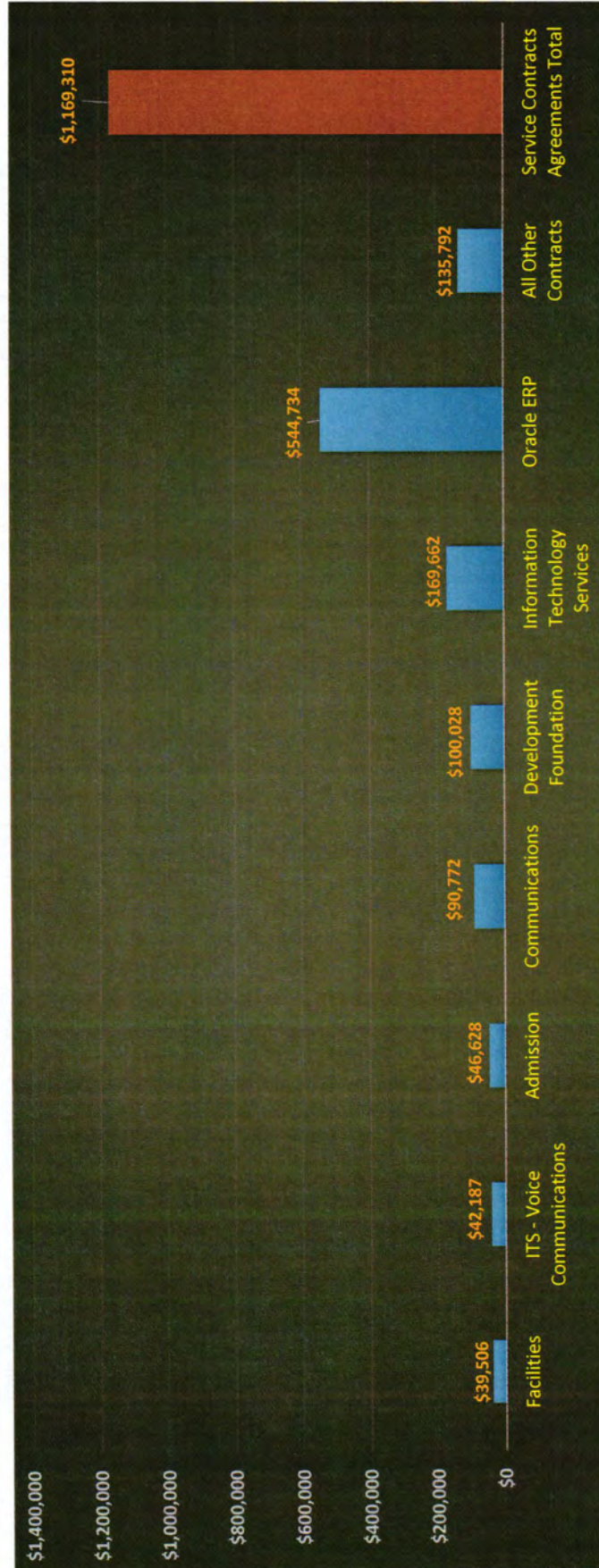


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OCT 2 5 2019

Secretary, SGU Board of Trustees

Breakdown: FY19 1st Qtr. Service Contracts/Agreements*



*\$62.8K maintenance, repairs, leases not included in service contracts total

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OCT 2 5 2019



Secretary, SSU Board of Trustees

FY19 – Actions To Date

Cost Savings

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OCT 25 2019



Secretary, SSU Board of Trustees

FY19 - ACTIONS IDENTIFIED TO DATE COMPENSATION			
	Actions	FY19 Prorated Savings	Annualized Savings
FY19 Target ≈ \$4M	Vacated positions/backfilled	\$239,202	\$478,404
	Vacated positions/unfilled	\$938,433	\$1,876,866
	Reduction in Force	\$949,089	\$1,898,178
	VRIP (est 10% - 25% accept)	\$108,000	\$500,000
	One week closure; spring 2019	\$200,000	\$200,000
	Reduction of instructional costs	\$205,000	\$410,000
	Estimated Amount to Date	\$2,639,724	\$5,363,448

NON COMPENSATION		
	Actions	Comments
FY19 Target ≈ \$1.9M	Unit budgets adjusted to meet target	Range of savings more likely; training and more frequent monitoring required

REVENUE	
Sale of property (house & furnishings)	\$450,000 Depends on market

Checked by: Trip and Cheryl
 OCT 25 2019
 Secretary, SCAD Board of Trustees

RESOLUTION F12-18 AS AMENDED

APPROVAL OF FY2019 GENERAL FUND OPERATING BUDGET

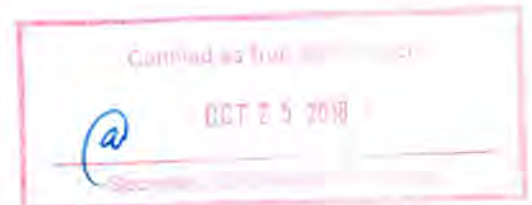
WHEREAS, the University has been operating under the FY2018 continuing spending authority since July 1, 2018 as provided by Resolution F05-18 (copy attached) adopted at the June 9, 2018 meeting; and

WHEREAS, FY2019 general fund revenue projections have been constructed using the Ohio Department of Higher Education's projected FY2019 state funding and projected AY 2018-19 tuition and other fees revenue; and

WHEREAS, expenditures for the general fund have taken AY2018-19 enrollment projections into consideration; and

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University approves a FY2019 General Fund budget, effective July 1, 2018, with a deficit not to exceed Three Million Dollars (\$3,000,000), with details to be determined by the Administration and presented to the Board of Trustees at its October Regular Board Meeting.

(August 24, 2018)



RESOLUTION F13-18 AS AMENDED

CONTINUING GENERAL FUND AND AUXILIARY FUND SPENDING AUTHORITY

WHEREAS, recent data indicate that the AY18-19 residential housing students are substantially down from the prior year resulting in reductions of all primary auxiliary revenue streams for FY19; and

WHEREAS, the Board of Trustees has approved an FY19 General Fund Operating Budget with details to be determined and presented at the October Board of Trustees meeting but with a deficit not to exceed \$3 Million; and

WHEREAS, additional time is needed for auxiliary department managers to determine the impact of these revenue reductions upon programming and services in order to develop viable unit budgets; and

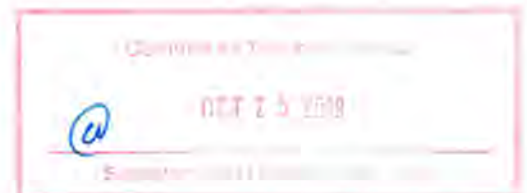
WHEREAS, it is necessary to continue to meet financial obligations applicable to auxiliary operations;

THEREFORE, BE IT RESOLVED, the Board of Trustees approves continued spending for essential operational needs from auxiliary funded operations pending the submission of the proposed FY2019 Auxiliary Fund budget at the October 2018 Board of Trustees meeting;

BE IT FURTHER RESOLVED, that the Board of Trustees directs the Vice President for Finance and Administration to work with directors in auxiliary areas to make budgetary adjustments required in response to the reduced revenue.

BE IT FURTHER RESOLVED, the Board of Trustees approves continued spending for essential operational needs from general fund operations pending the submission of the complete FY2019 General Fund Operating budget at the October 2018 Board of Trustees meeting;

(August 24, 2018)



Shawnee State University

PERSONNEL ACTIVITY July - September 30, 2018

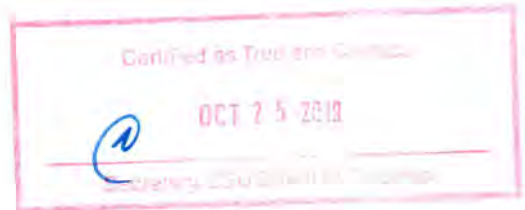
Board of Trustees October, 2018

Personnel Action	Employment Status		Name	Effective	Comments
	From	To			
Appointments	VP and Provost for Academic Affairs	Interim President	Jeff Bauer	09/14/18	Board of Trustees appointment
	President	Special Advisor to the Interim President	Rick Kurtz	09/14/18	Board of Trustees appointment
		Residence Coordinator	Sthefany Thomas	07/27/18	B.S. in Health Sciences, Residential Camp Advisor, Resident Assistant Supervisor
		Classroom Teacher, Children's Learning Center	Lucile Partlow	08/22/18	B.S. in Elementary Education (K-3 and 1-8) and a M.A. in Special Education, 20 years experience
		Classroom Teacher, Children's Learning Center	Hayley Venturino	08/21/18	Bachelor degree in Early Childhood Education, SSU Graduate, worked at CLC for 2 years prior
		Assistant Professor, Engineering Technologies	Juan Carlos Ramirez-Dorransoro	08/27/18	MSE, PhD, 16 years industrial and environmental engineering experience, 7 years experience teaching college level courses.
		Assistant Professor, Nursing	Ruby Gray	08/27/18	MSN, Licensed in Ohio, Indiana, and Kentucky as a Registered Nurse, 12 years nursing experience
		Assistant Professor, Nursing	Jessica Carrington	08/27/18	MSN, Licensed as Registered Nurse in Ohio, 8 years nursing experience, SSU Graduate
		Assistant Professor, School of Education	John Roush	08/27/18	Ed.D. in Educational Studies - Educational Leadership, M.S. in Educational Supervision, a B.A. in Elementary Education, 21 years experience
		Assistant Professor, Allied Health Sciences	Roberta Zaph	08/27/18	MEd, Bachelor Science in Medical Technology, 16 years Clinical Lab Experience
		Assistant Professor, Nursing	Heather Johnson	08/27/18	MSN with a concentration as nurse educator, 12 years experience as Registered Nurse
		Associate Professor, Engineering Technologies	Robert Skaggs	08/27/18	PhD Mathematics, 20 years experience teaching college level courses
		Assistant Professor, Business Administration	Jason Lovins	08/27/18	PhD in Journalism, MBA in Marketing, 30 years marketing & communication experience
		Assistant Professor, Fine, Digital, & Performing Arts	Stanley Workman	08/27/18	MFA, 21 years experience as Adjunct Instructor, 26 years experience as Music Director/Organist-Choirmaster.
		Assistant Professor, Allied Health Sciences	Alice Stephens	08/27/18	MBA in Healthcare Management, 22 years experience as radiographer, 6 years experience at SSU as clinical instructor
	Assistant Professor, School of Education	Charles Kemp	08/27/18	PhD in Curriculum and Instruction, 15 years experience in education	

New Hire

Committee Meeting Report
 OCT 2 5 2018
 Secretary SSU Personnel Committee

Change of Status		Director, Workforce Development & Entrepreneurship	Angela Duduit	08/01/18	Promotion
Coordinator, Alumni Career Services & Workforce Development	Professor, Social Sciences	Amr Al-Azm		08/27/18	Promotion
Associate Professor, Social Sciences	Associate Professor, Nursing	Janet Snedegar		08/27/18	Promotion
Assistant Professor, Nursing	Professor, Engineering Technologies	Jason Witherrell		08/27/18	Promotion
Associate Professor, Engineering Technologies	Head Teacher, Children's Learning Center	Ashley Hood		08/27/18	Promotion
Classroom Teacher, Children's Learning Center	Coordinator, Women's & Gender Equity Center & Grant Writer	Christina Jones		07/06/18	Reassignment
Career Advisor	Residence Coordinator, Housing & Residence Life	Jasmine Currie		07/30/18	Reassignment
Admissions Officer & Onboarding Specialist	Admissions Coordinator	Brittany Bazler		09/17/18	Reassignment
Coordinator, Event & Conference Services					



Departures		Residence Coordinator, Housing & Residence Life	Meagan Earls	07/02/18	Resignation
	Coordinator, School of Education	Timothy Davis	07/27/18	Resignation	
	Coordinator, Educational Opportunity Center	Joseph Himes	07/13/18	Resignation	
	Assistant Professor, School of Education	Loretta Harvey	07/31/18	End of Contract	
	Assistant Professor, English & Humanities	Laura Hakala	07/31/18	Resignation	
	Director, Vern Riffe Center for the Arts	Joseph Patti	08/10/18	Resignation	
	Senior Instructor, University College	Shawn Rose	08/20/18	Resignation	
	Academic Advisor	Hannah Ledford	08/27/18	Resignation	
	Academic Advisor	Katie McGrath	08/31/18	Resignation	
	Supervisor, Facilities	Jeffrey McCallister	09/07/18	Resignation	

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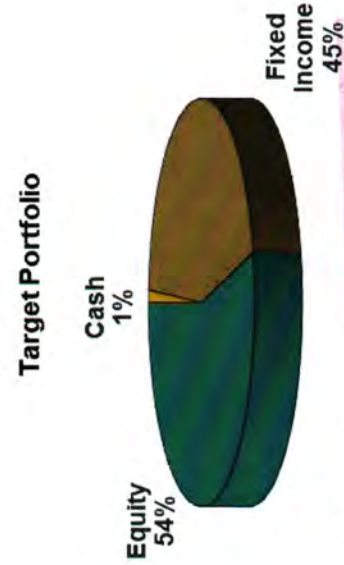
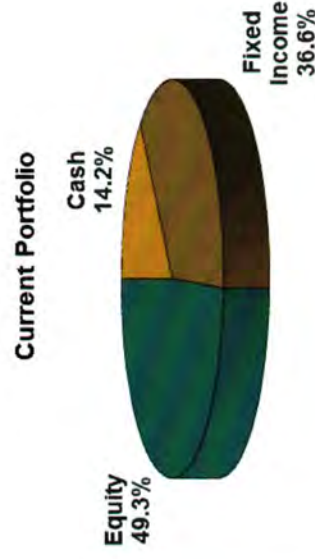
@ OCT 25 2018

Secretary OSU Board of Trustees

Shawnee State University Asset Allocation – As of September 30, 2018



Asset Class	Market Value	% of Assets	Target %
Cash Equivalents			
TIAA Cash Deposit Account	\$1,748,119	14.2%	
Total Cash Equivalents	\$1,748,119	14.2%	1.0%
Fixed Income			
U.S. Treasury Obligations	1,370,631	11.1%	
U.S. Government Agencies	491,391	4.0%	30.0%
Corporate Bonds	1,113,265	9.0%	
DFA Inflation Protected SEC Fund	\$1,532,898	12.4%	15.0%
Total Fixed Income	\$4,508,185	36.6%	45.0%
Domestic Equity			
TIAA-CREF Large Cap Value Index Fund	\$1,135,932	9.2%	10.0%
TIAA-CREF Large Cap Growth Index Fund	\$1,135,398	9.2%	9.0%
AMG MG Fairpointe Mid Cap Fund	\$583,203	4.7%	5.0%
Nationwide Geneva Mid-Cap Growth Fund	\$608,873	4.9%	5.0%
Nuveen NWQ Small Cap Value Fund	\$115,152	0.9%	1.0%
Wasatch Small Cap Growth Fund	\$134,083	1.1%	1.0%
TIAA-CREF Small Cap Blend Index Fund	\$116,923	0.9%	1.0%
Cohen & Steers Real Estate Fund	\$151,005	1.2%	2.0%
Vanguard REIT Index Fund	\$150,031	1.2%	2.0%
Total Domestic Equity	\$4,130,600	33.5%	36.0%
International Equity			
iShares Core MSCI EAFE ETF Fund	\$1,096,986	8.9%	10.0%
DFA Emerging Markets Portfolio Fund	\$229,090	1.9%	2.0%
DFA Emerging Markets Small Cap Fund	\$214,794	1.7%	2.0%
MFS International New Discovery Fund	\$211,411	1.7%	2.0%
DFA International Small Cap Value Fund	\$195,084	1.6%	2.0%
Total International Equity	\$1,947,365	15.8%	18.0%
Total Equity	\$6,077,965	49.3%	54.0%
Total Portfolio Market Value	\$12,334,269	100.0%	100.0%



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 OCT 25 2018
 Secretary, SSU Filing of Trustees

FISCAL YEAR 19:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2018	GAIN/(LOSS) JULY**	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
TIAA FUNDS	\$ 13,636,847.58	\$ 136,952.13	\$ 128,156.34	\$ (66,783.67)										\$ 198,376.80
CURRENT MTD TOTAL GAIN/(LOSS)														\$ 198,376.80

INVESTMENT FUND BALANCES:

TIAA FUND END OF MONTH BALANCE	TOTAL
\$ 12,273,799.71	\$ 12,273,799.71
\$ 12,273,799.71	\$ 12,273,799.71

** During the month of July 2017, the University liquidated \$1,500,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August 2018 cash needs.

FISCAL YEAR 18:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2017	GAIN/(LOSS) JULY**	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY**	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
TIAA FUNDS	\$ 17,484,245.47	\$ 246,363.62	\$ 21,257.99	\$ 154,390.16	\$ 118,917.76	\$ 183,454.61	\$ 112,332.73	\$ 286,770.83	\$ (328,729.36)	\$ (29,087.46)	\$ (11,320.80)	\$ 103,568.81	\$ (5,316.78)	\$ 852,602.11
CURRENT MTD TOTAL GAIN/(LOSS)		\$ 246,363.62	\$ 21,257.99	\$ 154,390.16	\$ 118,917.76	\$ 183,454.61	\$ 112,332.73	\$ 286,770.83	\$ (328,729.36)	\$ (29,087.46)	\$ (11,320.80)	\$ 103,568.81	\$ (5,316.78)	\$ 852,602.11

INVESTMENT FUND BALANCES:

TIAA FUND END OF MONTH BALANCE	TOTAL
\$ 15,030,699.09	\$ 15,030,699.09
\$ 15,030,699.09	\$ 15,030,699.09

** During the month of July 2017, the University liquidated \$2,700,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August 2017 cash needs.

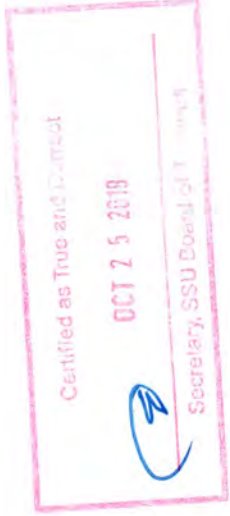
** During the month of May 2018, the University liquidated \$2,000,000 from the TIAA portfolio. The proceeds from the liquidation were transferred to the University Operating Cash account to meet May and June 2018 cash needs.



STATUS
Construction/Renovation Projects
As of September 30, 2018

Project	Status	Projected Budget	Funding Source
ATC/T&I Rehab.	<ul style="list-style-type: none"> • Phase 1 is complete; only punch list and close-out items remain. • The revised scope included the south portion (1978) of the ATC complex and renovated the Plastics lab and created a new space for the Gaming program. 	\$ 2,771,888	State Capital
Athletic Complex (Rhodes Center)/Recreation, Student Health & Wellness	<ul style="list-style-type: none"> • Phase 1A complete (except punch list and close-out items) • Phase 1A stayed within budget of \$1.2 million. Phase 1B construction documents 90% complete; construction anticipated to begin spring 2019; reviewing scope of project to stay within budget 	\$ 7,150,000	Bond & Local
Library/CFA HVAC Renovation	<ul style="list-style-type: none"> • Project pending 	\$ 1,100,000	Capital
Kricker Innovation Hub	Project scope to be determined	est. \$3.4M	Grants/Capital/Private

Facilities Master Plan Revisions to be based on facilities assessment and strategic enrollment and recruitment



President's Report October 2018

Please consider today's President's Report to be a one-month progress report for SSU. It has been a memorable month. I want to thank the Board members for their thoughtfulness, courage, and dedication during this tumultuous time. I can report that we have made significant progress towards our goals and our vision for the University. At the same time, I can also say that we have much more to achieve.

Our short-term goal is to correct a budget imbalance that has grown over the last 4 – 5 years. This was clearly not sustainable. We began addressing this issue through a critical reorganization and elimination of several higher level management positions. I am confident that the reorganization will not only help us reduce expenditures but also lead to greater efficiencies for SSU. In addition, to the reorganization, we have initiated a reduction in force which will be accomplished mostly through retirements and elimination of vacated positions with minimal layoffs of current personnel. The goal is to meet the Board's budget directive for the current FY but also to build a foundation for a balanced budget in the very near future.

Our vision for the University is one of growth, expansion, and excellence. Achieving this vision will require investment by the University even at a time when there are few resources available. We are making immediate investments in recruitment by repurposing current personnel and establishing an aggressive recruitment plan. As we reported to you last month, we are deep into the recruitment season for the Fall 2019 class. Reduced revenues due to declining enrollment have been the main reason for our budget imbalance so reversing those trends is priority one. Vice President Braun has agreed to organize and manage recruitment for the current year but, long term, the institution will have to prioritize enrollment management and employ additional expertise in recruitment and enrollment management practices.

We want to achieve growth through attracting more students to our existing academic programs. We also want to grow through online offerings. Over the past ten years, we have lost most of our market share of post-traditional students, people who want to advance their education but cannot attend traditional classrooms with their traditional schedules. They need access to higher education through online offerings. We will have four by the end of spring semester and 15 – 20 by 2025. Based on the projections from our partners at the Learning House, we expect to see growth in online enrollment by next year and possibly sooner.

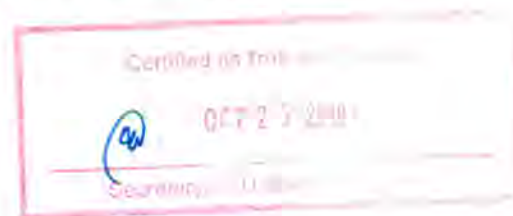


We are implementing short term reduction strategies directed at our non-comp budget. This will help us get over the hump for the current year; however, we cannot expect to continue this reduction because these funds are the foundation for growth and support for academic excellence and excellence in our service to students.

Most importantly, we are in the process of developing a **Strategic Enrollment Plan**. Many of the key elements of the plan are already in place and being implemented – aggressive recruitment, online programming, retention initiatives – but we have yet to complete a written, published plan that can be shared with the BOT as well as with the campus community. If we are going to promote the concept of Team Shawnee, the strategic enrollment plan becomes our game plan that everyone on the team knows, understands, and contributes to. The plan is being developed based on a set of Key Performance Indicators that were shared with you at lunch and ones that will be kept current and available to all 24/7. Those numbers will be our grade card.

Other items of mention:

- Peer Reviewers from the **Higher Learning Commission**, the University's accrediting group, visited the institution during the last week of September. I want to thank the Board members who were able to spend time with the peer review team – Mr. Edwards, Dr. White, Mr. Williams, and Ms. Hash. I would also like to thank Provost Thiel, Ms. Otworth, and all who helped organize and participate in the visit. We will receive a report from the Higher Learning Commission in late November.
- **Program Review for Title IV funding.** A review team from the US Department of Education will be visiting SSU at the end of this month and will be conducting an evaluation of our financial aid practices that pertain to Title IV funding.
- **AGB Institutional Strategies Report.** During the August Board of Trustee meeting, you were given a presentation by Arthur Snyder, a consultant with the Association of Governing Boards of Universities and Colleges (AGB). Since then, AGB has provided us with a final report on cost containment and revenue growth strategies. Among the recommendations is for the University to develop a new enrollment and strategic plan, invest in enrollment management, implement and expand online programming, and evaluate current positions and eliminate or shift positions accordingly. The report cautions the institution



to avoid damaging its human resources because it may limit ability to implement its strategies or tactics.

Our long-term health will be predicated on our ability to diversify our delivery systems, maintain academic excellence and service to students, and develop tighter control over our budget.

- **Kricker Innovation Hub.** What an opening! The grand opening for the Kricker Innovation Hub was held on September 28. It was more than just a ribbon-cutting ceremony. It establishes a new interface between the college, the business community, and entrepreneurship. This facility will help us develop greater engagement, collaboration, and sharing of information. All of these are essential components for the development of ideas and translating those ideas into products and services. The Hub will have collaborative workspace, state-of-art video conferencing, high-speed data access, and maker-space. And for the University, it will provide an important opportunity for our students to get real world experiences by interacting with the business community. Of course, it was extra special that we could announce that Shawnee State received \$2.7 M EDA grant to support the Hub during the ribbon-cutting ceremony. With existing funds, we will be able to invest \$3.5 M for renovation in order to create a state-of-the-art facility that will encourage the creation of new businesses.

And that ends my report.



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2018

trusteesconference

Featuring: **Keynote Plenary** - The Future of Work and Learning; **Ohio Workforce Panel** - Employer view of the future skills needed to meet the changing workforce environment; **Status Update** - Institution efforts to provide a safe learning environment free from all forms of sexual violence; **Update** - Statewide initiatives to reduce the cost of textbooks; **ODHE Update** - Efforts to meet the state's educational attainment goals.

Special Presentation: "How The University of Akron Restructured Its Academic Programs to Improve Student Success and Institution Sustainability," by Dr. John C. Green, Interim President, The University of Akron.

For more information on the event, visit: <https://odhe.eventsair.com/2018-trustees-conference/event-site>

NOVEMBER 15, 2018

@QUEST CONFERENCE CENTER (COLUMBUS ROOM)
8405 PULSAR PLACE / COLUMBUS, OHIO 43240
8:45 A.M. - 3:00 P.M.

 **OhioHigherEd**
Department of Higher Education

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OCT 25 2018

Secretary, SSU Board of Trustees

University Faculty Senate President Remarks

Friday, October 12th Board of Trustees Meeting

I would first like to thank you all for your service to the institution, particularly during this challenging chapter of the university's story.

From a faculty perspective, the last several weeks have been distracting. I've spoken with faculty members who have mentioned how difficult it has been to focus on their teaching when there are a number of questions about the university's future. Our students, neighbors, and people we meet in the community ask us what's going at the school. The faculty are certainly keeping their eye on the ball and focusing on what's most important and that's what happens in the classroom. However, it's quite difficult to ignore what's happening around us.

While there are challenges that we face as an institution, there is also a lot of good happening at this university. Here are a few items I wanted to share:

- Faculty from the Colleges of Arts and Sciences and Professional Studies participated in the opening of the new Kricker Innovation Hub and demonstrated cutting edge technology projects in their programs.
- The new Digital Appalachian Studies program hosted a two-day workshop on the history of the War on Poverty, bringing over 150 guests from across the region.
- The faculty led Distance Learning Committee is revising the online curriculum proposal process to make it more efficient and allow faculty to more easily and more quickly develop online programs and courses.
- Phil Blau, the chair of the Math Department and the faculty representative to the Athletics Department, was recognized by the NAIA Conference for his outstanding liaison work with our athletics programs.
- Faculty in the Natural Sciences Department worked with the Ohio Department of Natural Resources to present Science in the Park, an education program open to community members in which participants hiked and learned about wildlife and nature preservation from our faculty.
- The Plastics Engineering program held an open house and showed off some of their newer equipment, including a new 3-D printing lab and a materials testing lab. Some of the equipment was donated by various companies in the area.
- Faculty in Fine, Digital and Performing Arts, Math, Natural Sciences, and Engineering Technologies participated in the Science Alliance last week. The event took place at the A plant and included roughly 2000 students who interacted with faculty and played math games and attended demonstrations by faculty that showcased animal skulls, live beetles, and chemistry.



- Faculty are becoming more involved with recruitment. The colleges of Professional Studies and Arts and Sciences have established their own recruitment committees, and we have representatives from those committees also serving on the university-wide committee focusing on recruitment and retention efforts.
 - The senate has also distributed a survey to faculty to assess faculty availability and interest in contributing to the university's recruitment and outreach effort.
- On April 18-20 at Shawnee State, there will be an academic conference focusing on the cultural impact of Black Panther, and there's currently an open call to academics across the country to participate in this conference, and Routledge, an academic publishing house, is interested in publishing the proceeds of the conference.

These items are a sampling of a number of initiatives in which faculty are involved.

I'd like to share a little about the first senate meeting of the year. At the September University Faculty Senate meeting, I thanked Dr. Bauer for his candor at the Budget Summit and for his focus on attracting more students to the institution. The faculty have needed to hear that message. It's not clear what our next steps are going to be, but it is our hope and the early indications are that Dr. Bauer and his team are making a more concerted effort to listen to and work with faculty.

At the senate meeting, I also explained to our newer Senators that the Senate through its constitution affirms its "commitment to the concepts of academic freedom, academic due process, shared governance and the status and worth of faculty" and strives to "advance the dignity and worth of the academic profession and of higher education." I also shared that the purpose of the University Faculty Senate is to provide faculty viewpoint on academic, education, or policy matters that are not addressed by a collective bargaining agreement. The Faculty Senate is separate and independent of the collective bargaining unit but there are areas of overlap. And when it comes to advancing the dignity and worth of the profession and the status and worth of faculty, the Faculty Senate's Executive Committee acknowledges, affirms, and supports the ongoing efforts of the Shawnee Education Association to uphold those commitments.

Upcoming meetings will include regularly updates on recruitment and enrollment efforts and the president will summarize the status of the university's enrollment plan.

Thank you again for your service to our institution. With the chair's permission I'll take any questions or comments you might like to share with faculty.

