

**BOARD OF TRUSTEES  
ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

**October 14, 2016  
10:15 a.m., University Center, Room 215**

**Agenda**

**1.0 Action Items**

**1.1 Resolution ASA08-16**

**Approval of Policy 5.01Rev, Non-Discrimination/Sexual Harassment Policy**

Dr. Anne Marie Gillespie, Vice President for Enrollment Management & Student Affairs, will present Resolution ASA08-16, which updates the policy on non-discrimination/sexual harassment.

**2.0 Information Items**

**2.1 Academic Affairs Executive Report**

Dr. Bauer will report on recent activities in Academic Affairs.

**2.2 Fall Enrollment Report**

Ms. Jennifer Hammonds, Acting Registrar, will report on Fall 15-day enrollment numbers & 5 year enrollment comparison.

**2.3 Housing and Residence Life Report**

Ms. Monique Harmon, Director, Housing & Residence Life will report the Fall housing occupancy numbers.

**2.4 Enrollment Management & Student Affairs Executive Report**

Dr. Anne Marie Gillespie, will report on recent activities in Enrollment Management & Student Affairs.

**2.5 Student Government Association**

Ms. Abby Brinkman, SGA President, will report on the activities of the Student Government Association.

**3.0 Education**

Dr. Jeffrey Bauer and Ms. Elizabeth Blevins, Director of Marketing and Communications, will present an update on marketing our signature programs.

**RESOLUTION ASA08-16**

**APPROVAL OF POLICY 5.01REV  
NON-DISCRIMINATION/SEXUAL HARASSMENT POLICY**

WHEREAS, a systematic review of institutional policies has been undertaken in accordance with Policy 5.00, Policy on Policies and Procedures; and

WHEREAS, Policy 5.01REV, Equal Opportunity and Non-Discrimination/Harassment, along with the procedures that address sexual harassment and reporting discrimination have undergone an extensive review; and

WHEREAS, the U.S. Department of Education has, since the last revision of this Policy, issued final rules for the Violence Against Women Act and has issued other guidance for prevention of sex discrimination; and

WHEREAS, the provision of Policy 5.10REV that addresses equal opportunity for employment is undergoing a separate review and it is intended that such review will result in a separate University policy on equal opportunity to ensure compliance with federal regulations;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves revision of Policy 5.01REV and for this policy to be renamed to Non-Discrimination/Sexual Harassment Policy.

(October 14, 2016)

# Shawnee State University

<u>POLICY TITLE:</u>	<del>EQUAL OPPORTUNITY</del> &NON-DISCRIMINATION/ <u>SEXUAL HARASSMENT POLICY</u>
POLICY NO. :	5.01 <u>REV</u>
ADMIN CODE:	3362-5-02
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	10/14/16
NEXT REVIEW DATE:	10/2019
RESPONSIBLE OFFICER(S):	VPFA & VPEMSA .

## 1.0 POLICY PURPOSE

- 1.1 Shawnee State University is committed to having an educational and working environment ~~that provides an equal opportunity~~ for students and employees ~~and that~~ is without unlawful or prohibited discrimination and harassment.
- 1.2 This policy serves to ensure that there are University structures and processes in place that ~~promote equal opportunity for students and employees and~~ prohibit discrimination against any individual because of race, color, genetic information, religion, age, disability, national origin, ancestry, sex, pregnancy, sexual orientation, gender identity, veteran status or military status.

## 2.0 UNIVERSITY RESOURCES AND PROCESSES

- 2.1 The University will have processes and resources in place to protect students, employees and visitors from prohibited discrimination and harassment and to ensure the following:
  - 2.1.1 Compliance with applicable state and federal laws that address discrimination and harassment;
  - 2.1.2 Complaints of discrimination and harassment are adequately reviewed and resolved; and
  - 2.1.3 Training and education, designed to prevent discrimination and harassment, is conducted throughout the University.
- 2.2 There will be University employees who have the requisite authority and responsibility to ensure compliance with laws and ~~u~~University policies and procedures that address discrimination, ~~equal employment opportunities and affirmative action~~.

- 2.2.1 There will be a Title IX Coordinator and deputy coordinators who have overall responsibility for matters addressing sexual harassment and sexual misconduct. The Title IX officers will have responsibility to ensure that the University has clear processes in place for sexual harassment complaints from students, employees and visitors; and that sexual harassment and sexual misconduct complaints are appropriately investigated and resolved.
- 2.2.2 There will be at least one ~~ADA~~-Coordinator for disability issues whose responsibility will be to address allegations of discrimination based upon disability, to ensure compliance ~~of~~with applicable state and federal laws and related University policies and procedures, and to review and appropriately respond to accommodation and access requests for students, employees and visitors.
- 2.3 There will be a system(s) in place to track all reports and complaints of discrimination. An annual report shall be prepared ~~and submitted to the President and other senior officials from each University office or unit that is responsible for discrimination compliance~~ that documents the number and type of discrimination complaints and reports filed with the University within the previous year, along with the resulting resolution or outcome.

~~2.4 There will be an adequate and regularly updated affirmative action plan in place to promote equal opportunity for employment and is compliant with the University's obligations as a federal contractor or subcontractor, and is compliant with applicable federal, state and local laws.~~

### 3.0 PROCEDURES

- 3.1 There will be procedures in place, approved by the President, to amplify this policy. Such procedures will include, but not be limited to, the following topics or areas:
- 3.1.1 Sexual harassment procedure(s) that applies to students, employees and visitors that includes definitions and identifies forms of sexual harassment and misconduct, and addresses consent and consensual relationships, notification and reporting, the investigative process, confidentiality, discipline and consideration of the classroom and instructional settings;
- 3.1.2 Disability procedure(s) that applies to students, employees and visitors and addresses equal access to University programs, activities and services and process(es) for reasonable accommodations;
- 3.1.3 An investigation and complaint procedure(s) that addresses a clear process for initiating a complaint of prohibited/unlawful discrimination/~~or~~ harassment or retaliation that applies to students, employees and visitors, process for notification and reporting, an and adequately describes the

~~description of the~~ investigative process, confidentiality, ~~and~~ discipline ~~and/or~~ other corrective measures; ~~retaliation and consideration of the classroom and instructional settings;~~

~~3.1.4 — Affirmative action and equal opportunity procedure that applies to the employment setting that addresses: recruitment, selection and promotion processes for identifying the most qualified applicants, while providing a strong emphasis on reaching out to underrepresented groups; leadership development initiatives that includes inclusiveness and diversity; and employee development processes to ensure equal opportunity for all employees.~~

#### History

Effective: 09/13/13; Policies 5.02, 5.03 and 5.05 converted to interim procedures

Revised: 10/14/16

Applicable Procedures: 5.01:2 Reporting and Investigating Sexual Assault, Sexual Misconduct & Other Forms of Discrimination~~Complaints of Discrimination, Sexual Harassment/ & Retaliation~~  
~~5.01:3 Affirmative Action Program for Vietnam Era and Disabled Veterans~~  
~~5.01:4 Sexual Harassment/Misconduct~~  
5.01:5 Accommodation for Employees with Disabilities  
5.01:6 Accommodation for Students with Disabilities

# Shawnee State University

POLICY TITLE:	NON-DISCRIMINATION/ SEXUAL HARASSMENT POLICY
POLICY NO. :	5.01REV
ADMIN CODE:	3362-5-02
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	10/14/16
NEXT REVIEW DATE:	10/2019
RESPONSIBLE OFFICER(S):	VPFA & VPMSA
APPROVED BY:	BOARD OF TRUSTEES

## 1.0 POLICY PURPOSE

- 1.1 Shawnee State University is committed to having an educational and working environment for students and employees that is without unlawful or prohibited discrimination and harassment.
- 1.2 This policy serves to ensure that there are University structures and processes in place that prohibit discrimination against any individual because of race, color, genetic information, religion, age, disability, national origin, ancestry, sex, pregnancy, sexual orientation, gender identity, veteran status or military status.

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- 2.1 The University will have processes and resources in place to protect students, employees and visitors from prohibited discrimination and harassment and to ensure the following:
  - 2.1.1 Compliance with applicable state and federal laws that address discrimination and harassment;
  - 2.1.2 Complaints of discrimination and harassment are adequately reviewed and resolved; and
  - 2.1.3 Training and education, designed to prevent discrimination and harassment, is conducted throughout the University.
- 2.2 There will be University employees who have the requisite authority and responsibility to ensure compliance with laws and University policies and procedures that address discrimination.
  - 2.2.1 There will be a Title IX Coordinator and deputy coordinators who have overall responsibility for matters addressing sexual harassment and sexual misconduct. The Title IX officers will have responsibility to ensure that the University has clear processes in place for sexual harassment complaints

from students, employees and visitors; and that sexual harassment and sexual misconduct complaints are appropriately investigated and resolved.

2.2.2 There will be at least one Coordinator for disability issues whose responsibility will be to address allegations of discrimination based upon disability, to ensure compliance with applicable state and federal laws and related University policies and procedures, and to review and appropriately respond to accommodation and access requests for students, employees and visitors.

2.3 There will be a system(s) in place to track all reports and complaints of discrimination. An annual report shall be prepared that documents the number and type of discrimination complaints and reports filed with the University within the previous year, along with the resulting resolution or outcome.

### 3.0 PROCEDURES

3.1 There will be procedures in place, approved by the President, to amplify this policy. Such procedures will include, but not be limited to, the following topics or areas:

3.1.1 Sexual harassment that applies to students, employees and visitors that includes definitions and identifies forms of sexual harassment and misconduct, and addresses consent and consensual relationships, and consideration of the classroom and instructional settings;

3.1.2 Disability procedure(s) that applies to students, employees and visitors and addresses equal access to University programs, activities and services and process(es) for reasonable accommodations;

3.1.3 An investigation and complaint procedure(s) that addresses a clear process for initiating a complaint of prohibited discrimination/ harassment or retaliation that applies to students, employees and visitors, process for notification and reporting, an description of the investigative process, confidentiality, and discipline and other corrective measures.

#### History

Effective: 09/13/13; Policies 5.02, 5.03 and 5.05 converted to interim procedures

Revised: 10/14/16

Applicable Procedures: 5.01:2 Reporting and Investigating Sexual Assault, Sexual Misconduct & Other Forms of Discrimination  
5.01:5 Accommodation for Employees with Disabilities  
5.01:6 Accommodation for Students with Disabilities

## INFORMATION ONLY

PROCEDURE TITLE:	REPORTING & INVESTIGATING SEXUAL ASSAULT, SEXUAL MISCONDUCT & OTHER FORMS OF DISCRIMINATION
PROCEDURE NO.:	5.01:2REV
RELATED POLICY:	5.01REV
PAGE NO.:	1 OF 16
RESPONSIBLE ADMINISTRATOR(S):	TITLE IX COORDINATOR, DEAN OF STUDENTS, HR DIRECTOR
EFFECTIVE DATE:	10/14/16
NEXT REVIEW DATE:	10/2019
APPROVED BY:	PRESIDENT

### 1.0 INTRODUCTION AND PURPOSE STATEMENT

- 1.1 This procedure serves to implement the investigation and complaint provisions of Policy 5.01, Non-Discrimination/Sexual Harassment, by identifying University pathways for students, employees and campus visitors to report sexual violence, sexual misconduct (sexual harassment), other unlawful discrimination, and retaliation, and to ensure that all discrimination complaints received by the University are reviewed and responded to promptly and in a fair and equitable manner.
- 1.2 This procedure further serves to provide additional focus on sexual misconduct and to ensure compliance with laws that serve to prevent sexual violence, including the Jeanne Clery Act and the Violence Against Women Reauthorization Act.
- 1.3 The terms “Complainant” and “Respondent” are used throughout this procedure. These terms are defined in Section 18, Definitions, along with terminology associated with sex and gender discrimination.

### 2.0 JURISDICTION AND APPLICATION

- 2.1 This procedure applies to complaints of sexual misconduct and other prohibited discrimination that take place at the following locations, events and circumstances:
  - 2.1.1 On property that is owned, leased or managed by the University, including student housing and athletic fields.



- 2.1.2 At academic and non-academic University-sponsored events, and activities sponsored or conducted by student organizations.
  - 2.1.3 That occur off-campus when the Title IX Coordinator or other administrator responsible for this procedure determines that the alleged off-campus conduct could reasonably create a hostile environment or be detrimental to the University.
  - 2.2 This procedure applies to all aspects of the University's programs and operations and applies to all employees, students, visitors, agents and volunteers.
- 3.0 EMPLOYEE DUTY TO REPORT
- 3.1 All University employees, except those exempted by legal privilege of confidentiality, such as University counselors, have an obligation under Ohio law to report incidents of a known sexual or other felonious assault to Public Safety or other law enforcement authority immediately.
  - 3.2 Mandatory Reporters. The following University employees by virtue of their position are considered "mandatory reporters" and have an obligation to report a violation of the Non-Discrimination/Harassment policy when they become aware of information that would lead a reasonable person to believe that prohibited discrimination may have occurred involving anyone covered under this procedure:
    - 3.2.1 Human Resources professionals
    - 3.2.2 Student Affairs professionals, and para-professionals (resident advisors)
    - 3.2.3 Supervisors
    - 3.2.4 Academic department chairs, program directors, program coordinators, clinical coordinators and developmental directors
    - 3.2.5 Faculty members, including adjuncts
    - 3.2.6 Athletics coaches, assistant coaches, and trainers
    - 3.2.7 Public Safety personnel
  - 3.3 Any person obligated to report under this section and who fails to report or take appropriate action, is subject to discipline.
  - 3.4 Any other person with knowledge or belief that sexual misconduct or other prohibited discrimination has occurred should report the alleged acts immediately

to a University official identified in Section 5, Reporting Pathways, of this procedure.

3.5 The following employees are exempt from reporting:

3.5.1 University employees who serve as counselors in the University's Counseling and Psychological Services; and

3.5.2 University employees in the SSU Health Clinic who have a professional license requiring confidentiality or are supervised by a person with such professional license are exempt from the duty to report.

#### 4.0 FALSE ALLEGATIONS

4.1 It is a violation to knowingly make a false allegation or report of sexual misconduct, other discrimination or retaliation. Any employee or student found to knowingly or recklessly have made a false report or allegation is subject to discipline.

4.2 A University finding that sexual misconduct or other prohibited discrimination did not occur or that there was a lack of sufficient evidence to prove a claim of sexual misconduct/discrimination does not necessarily mean that a false allegation or report has been made.

#### 5.0 REPORTING PATHWAYS

5.1 Any individual, student, employee or contractor or other campus visitor who has experienced, witnessed, or has been made aware of an incident of sexual misconduct/harassment, unwelcome sexual behavior, discrimination or retaliation, is encouraged to report it, even if the individual is uncertain whether discrimination, harassment or retaliation has occurred. Any victim, witness or other person, who wishes to consult with someone about an incident without making an official complaint may also contact a University official identified in the Reporting Pathways section of this procedure.

5.2 Reports of sexual misconduct/harassment, other discrimination and retaliation may be through the University's Online Complaint Form <http://www.shawnee.edu/offices/title-IX/complaint.aspx>

Reports may also be directed to any of the below-identified University administrators or officials:

5.2.1 Sexual and Non-sexual Assault, and other crimes of violence

**Individuals who experience or witness incidents that involve sexual assault, physical assault, or other violence or threatening behavior**

**should immediately contact law enforcement.** The SSU Department of Public Safety should be contacted for criminal incidents that occur at a University-sanctioned event or on University-owned, leased or managed property, including student housing. The Department of Public Safety can be reached at by calling 740-351-3232. You may also call 911.

#### 5.2.2 Sexual Misconduct

Any person (student, employee, contractor or visitor) may report a violation of sexual misconduct to the Title IX Coordinator or any Deputy Title IX Coordinator. For contact information see:

<http://www.shawnee.edu/offices/title-IX/coordinator.aspx>

#### 5.2.3 Other Forms of Discrimination

5.2.3.1 Students may report any discrimination violation to the Director of Housing and Residence Life or Dean of Students. For contact information see:

<http://www.shawnee.edu/offices/dean-students/>

5.2.3.2 Employees may report any discrimination violation to the Director of Human Resources, a supervisor or higher ranking administrator. For contact information see:

<http://www.shawnee.edu/offices/human-resources/compliance.aspx#eeo>

5.2.3.3 Campus visitors may report a violation to the Director of Human Resources. For contact information see:

<http://www.shawnee.edu/offices/human-resources/compliance.aspx#eeo>

5.3 Making a report to one of the above listed University offices does not preclude an individual from also filing a complaint with an external agency, such as the Ohio Civil Rights Commission (OCRC), the Equal Employment Opportunity Commission (EEOC), or the Office for Civil Rights in the U.S. Department of Education (OCR). Nor does it extend time limits with those agencies. Information regarding filing charges with an outside agency may be obtained by contacting the agency directly or from Human Resources.

#### 5.4 Anonymous Complaints and Requests for Anonymity

5.4.1 Anonymous complaints will be accepted, however, the University's ability to fully and effectively investigate may be limited.

5.4.2 In situations where a complainant requests anonymity or declines to participate in an investigation, the University will honor that request, if it is possible to do so while also protecting the health and safety of the

complainant and the University community. In such circumstances, the University may take other appropriate steps designed to eliminate the reported conduct, prevent its recurrence, and remedy its effects on the complainant and the University community.

- 5.4.3 In all circumstances, a complainant has a right not to participate in an investigation.

## 6.0 CONFIDENTIALITY AND PRIVACY

In order to protect all parties, every effort will be made to handle the matter throughout the investigative process as discreetly as possible, but it is not possible to guarantee absolute confidentiality. Information received during the course of the investigation will be treated as confidential, except to the extent it is necessary to disclose information in the investigation process or when required by law.

## 7.0 RETALIATION

The University will not tolerate retaliation in any form against any person who makes an allegation, reports, serves as a witness, assists a complainant or participates in the University's investigation. Any employee or student determined to have committed retaliation, is subject to discipline in accordance with the applicable University process. Any visitor found to have retaliated is subject to a campus ban and other available legal remedies.

## 8.0 ROMANTIC AND SEXUAL RELATIONSHIPS IN SUPERVISORY AND INSTRUCTIONAL SETTINGS

- 8.1 Consensual romantic or sexual relationships in which one party retains a direct supervisory or evaluative role over the other party are unethical, create a risk for real or perceived coercion, and are expressly a violation of this policy. Furthermore, the possibility of a future amorous relationship may distort the present instructional or advising relationship.
- 8.2 Therefore, persons with direct supervisory, evaluative, grading, coaching, counseling, or academic advising responsibilities who are involved in such relationships must bring those relationships to the attention of their supervisor. This will likely result in the necessity to remove the employee from the supervisory, evaluative, grading, or academic advising responsibilities.
- 8.3 Shawnee State University does not intrude upon private choices regarding personal relationships when these relationships do not violate the policies of the University, cause harm to the safety and wellbeing of members of campus community, or increase the risk of harm to the safety and wellbeing of members of campus community.

## 9.0 CLASSROOM AND INSTRUCTIONAL SETTINGS

The classroom and other instructional setting may provide special circumstances since academic freedom protects the expression of ideas, even if controversial or offensive. However, conduct will not be exempt merely because it occurs in an instructional setting. The investigation relating to alleged offensive conduct will consider the legitimate pedagogical context and appropriate deference will be afforded to the presentation or discussion in an instructional setting of sexual topics that are mature, controversial, graphic or explicit and not considered sexual harassment, even if some persons find these topics offensive.

## 10.0 INTERIM MEASURES

10.1 Upon receipt of a report of a violation of the Non-Discrimination/Sexual Harassment Policy, the University will work with the complainant to take or identify measures for support in order to ensure equal access to the University's education and employment programs and activities. Such support may be available before the final outcome of the investigation and may even be made without a formal investigation.

10.2 Student Interim measures include, but are not limited to:

- 10.2.1 No contact order
- 10.2.2 Change in housing assignment
- 10.2.3 Availability of off-campus resources
- 10.2.4 Counseling
- 10.2.5 Health services
- 10.2.6 Safety resources, including safety escort service
- 10.2.7 Academic support
- 10.2.8 Change in work or class schedule and/or location

10.3 Employee Interim measures include, but are not limited to:

- 10.3.1 No contact order
- 10.3.2 Availability of off-campus resources
- 10.3.3 Employee Assistance Program (EAP)
- 10.3.4 Safety resources, including safety escort service
- 10.3.5 Change in work schedule and/or location

## 11.0 INFORMAL RESOLUTION

- 11.1 An informal process to resolve a sexual misconduct/discrimination complaint may be appropriate in some circumstance when all parties agree. Informal or early resolution is encouraged when the parties desire to resolve the situation cooperatively and/or when a formal resolution is not likely to yield a satisfactory outcome. Participation in the informal resolution process is voluntary.
- 11.2 The University will not offer the informal process in cases of sexual violence or felonious assault.
- 11.3 If the University deems the matter appropriate for informal resolution, a University conduct officer (for students) or designated administrator will work with the parties towards a mutually agreed upon resolution.
  - 11.3.1 The process may include an inquiry into the facts, informal discussion with the parties, mediation, and/or referral to counseling.
  - 11.3.2 The resolution may include educational and training programs for either or both parties and specific remedies for the individual harmed by the offense.
  - 11.3.3 Any party may end the early resolution process at any time and may choose to either begin the formal complaint process or to not further pursue the matter.

## 12.0 UNIVERSITY OFFICES RESPONSIBLE FOR CONDUCTING DISCRIMINATION INVESTIGATIONS

The University will investigate all reports of sexual misconduct and discrimination. Reports of sexual misconduct or other discrimination will be assessed and investigated by the following offices:

### 12.1 Sexual Misconduct.

The Title IX Coordinator or assigned deputy is responsible for the assessment and investigation of all reports of sexual misconduct. The Title IX Coordinator is responsible for monitoring all sexual misconduct investigations.

### 12.2 Other Discrimination

12.2.1 Reports made against a student will be assessed and investigated by the Director of Housing and Residence Life or Student Affairs Conduct Officer. The Director of Housing and Residence Life is also responsible for monitoring the investigation.

12.2.2 Reports made against an employee will be assessed and investigated by the Director of Human Resources or designee.

12.2.3 Reports made against an outside vendor, contractor or other visitor will be assessed and investigated by Public Safety or Human Resources.

### 13.0 COMPLAINT ASSESSMENT

13.1 In determining whether to pursue a formal investigation, an assessment will be made by the responsible official identified in Section 12 to determine whether the allegations are sufficiently specific and credible and what office(s) should be involved in the investigatory process.

13.2 The assessment will typically include a meeting with the complainant to clarify the complaint. Such meeting may also be an opportunity to assess whether the matter is appropriate for an informal resolution. (See Section 11, Informal Resolution.)

### 14.0 INVESTIGATION PROCESS

#### 14.1 General Approach and Information

14.1.1 All parties will be informed of the investigative process and allegations being investigated.

14.1.2 The investigation generally will include interviews with the parties, interviews with other witnesses as determined by the investigator, and a review of relevant documents.

14.1.3 In cases of alleged sexual assault, relationship violence, or stalking, parties will be given timely and equal access to information that will be used during disciplinary meetings and hearings. In cases of non-violent sexual misconduct and other forms of discrimination, the investigator may, if deemed appropriate, equitably share information with all parties.

#### 14.2 Interfering with an Investigation

14.2.1 Any party, witness, or other individual who interferes with a University investigation will be in violation of Policy 5.01 and this procedure, and is subject to discipline in accordance with the applicable University process. Interfering with an investigation includes, but is not limited to, the following:

14.2.1.1 Falsification, distortion, and/or misrepresentation of information at any point during the investigation or resolution process;

14.2.1.2 Attempting to discourage an individual's participation in the investigation or resolution process;

14.2.1.3 Attempting to influence the impartiality of an investigator or decision-maker.

#### 14.3 Support Person.

Parties may have one individual (example: friend, family member, union representative or student ombudsman) present during any investigation meeting, student hearing, or other disciplinary proceeding that the party is noticed to attend. The support person does not serve as a spokesperson and may not unreasonably interject or interfere during any interview, meeting or hearing. If a support person is determined to be unreasonably interfering with the meeting or proceeding, that individual may be asked to leave.

#### 14.4 Standard of Review.

The investigator and decision-maker will apply the "preponderance of evidence" standard to determine whether a violation of this policy has occurred. Therefore, if a violation of Policy 5.01, Non-Discrimination/Sexual Harassment, is found, the behavior is more likely than not to have occurred.

#### 14.5 Investigation Timeframe.

14.5.1 A typical investigation will take approximately 60 calendar days following receipt of the complaint. This will vary depending on the complexity of the investigation and the severity and extent of the alleged discriminatory violation.

14.5.2 The process may also be extended if necessary due to holidays and academic breaks, illness, and unavailability of parties or witnesses.

### 15.0 INVESTIGATIVE FINDINGS

The investigator will report to the decision-making administrator of the investigative finding and may, if advised by the decision-making administrator, include recommended corrective actions. If the respondent is a student, the final report will be directed to the Dean of Students. If the respondent is an employee, the final report will be directed to the appropriate department or administrator responsible for the supervision and discipline of the employee. A written summary report will be provided to the parties.



## 16.0 RESOLUTION, CORRECTIVE ACTION AND OTHER REMEDIES

16.1 If the investigative report concludes that no violation of the discrimination policy occurred, the disciplinary process will not be initiated, no corrective action will be taken and the parties will be notified in writing.

16.2 If the investigative report concludes that a violation may have or has likely occurred, the matter will follow a University disciplinary review process described below. Corrective actions may include formal reprimand, suspension and termination.

16.2.1 If respondent is a University employee:

16.2.1.1 Full-time regular faculty member. The disciplinary review process for a full time regular faculty member is described in the article titled “Complaint Resolution and Disciplinary Process” in the collective bargaining agreement between the University and the Shawnee Education Association (SEA). The matter will be reviewed by the College Dean. This process provides a pathway for appeal.

Link to collective bargaining agreement:

<http://www.shawnee.edu/offices/human-resources/media/SEA-Contract.pdf>

16.2.1.2 Administrative and Administrative Technical Support Staff (ATSS), which includes managerial, supervisory, administrative and Public Safety employees, are subject to SSU Policy 4.51, which addresses “corrective action.” The matter will be reviewed by either the Vice President for the employee’s division or other senior level administrator.

Link to University policy:

<http://www.shawnee.edu/leadership/policies/media/policy-451rev.pdf>

16.2.1.3 Hourly employees (non-administrative). The disciplinary review process for full-time and regular part-time hourly employees is described in the article titled “Discipline” in the collective bargaining agreement between the University and the Communications Workers of America (CWA). The matter will be reviewed by either the Vice President for the employee’s division or other senior level administrator.

Link: <http://www.shawnee.edu/offices/human-resources/media/CWA-Contract-2013-2016.pdf>

16.2.1.4 Security officers. The disciplinary review process for security officers is addressed in Policy 4.85, Corrective Action. Link: <http://www.shawnee.edu/leadership/policies/media/policy-485.pdf>

16.2.2 If the respondent is a student, the judicial hearing process in the Student Conduct Code will be followed. Potential sanctions under the Student Conduct Code include official warnings, remedial sanctions, disciplinary probation, deferred suspension, suspension, dismissal, and other educational sanctions deemed appropriate. The Conduct Code provides a pathway for an appeal.

<http://www.shawnee.edu/offices/dean-students/media/student-conduct-code.pdf>

16.2.3 When the respondent is not affiliated with the University, the recommendations will be implemented by the appropriate office. The University response may include a permanent ban from campus.

16.3 In all cases of alleged violation of the policy, the respondent student or employee will be informed in writing of the finding and any recommendation for sanctions or corrective action. The complainant will be informed in writing of the finding, any actions taken to resolve the complaint that are directly related to the complainant, and any disciplinary action or sanction imposed when the complainant needs to be aware of the sanction for it to be fully effective (e.g., restrictions on communication or contact with the complainant).

16.4 In cases of sexual assault, relationship violence, or stalking, parties will receive notice of findings simultaneously, in writing, including notice of all sanctions or corrective actions imposed.

## 17.0 OTHER REMEDIES

When the University makes a finding of a policy violation it will take steps, whether individual or systemic, to stop the alleged sexual misconduct or other discrimination, prevent its recurrence, eliminate any hostile environment, and remedy the discriminatory effects on the complainant and others, as appropriate.

## 18.0. DEFINITIONS

18.1 Complainant The individual who files a report or on whose behalf a report is filed.

18.2 Respondent The individual against whom a report has been filed.

- 18.3 Sex and Gender Based Discrimination Negative or adverse treatment based on sex (including sexual harassment, sexual violence, sexual misconduct, relationship violence (domestic violence or dating violence) or stalking), gender, gender identity, sexual orientation, or pregnancy, and the treatment denies or limits the individual's ability to obtain the benefits of Shawnee State's programs or activities.
- 18.4 Gender Identity A person's innermost concept of self as male or female or both or neither—how individuals perceive themselves and what they call themselves. One's gender identity can be the same or different than the sex assigned at birth.
- 18.5 Sexual Orientation A person's sexual identity in relation to the gender to which they are attracted; the fact of being heterosexual, homosexual, or bisexual.
- 18.6 Sexual Harassment
- 18.6.1 Sexual harassment includes sexual advances, requests for sexual favors, and other physical or verbal conduct of a sexual nature that is unwelcome and sufficiently severe or pervasive from both a subjective (the complainant's) and an objective (reasonable person's) viewpoint.
- 18.6.2 Sexual harassment can take two forms - quid pro quo or hostile environment:
- 18.6.2.1 Quid pro quo sexual harassment exists when:
- 18.6.2.1.1 There are unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature; and
- 18.6.2.1.2 Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status; or
- 18.6.2.1.3 Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions adversely affecting such individual.
- 18.6.2.2 Hostile environment in the employment context includes any situation in which there is harassing conduct that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment; hostile environment in the education context includes any situation in

which there is harassing conduct that limits, interferes with or denies educational benefits or opportunities, from both a subjective (the complainant's) and an objective (reasonable person's) viewpoint. The determination of whether an environment is "hostile" is based on a totality of circumstances. These circumstances may include:

- 18.6.2.2.1 The degree to which the conduct interfered with complainant's educational or work performance;
- 18.6.2.2.2 The type, frequency, and duration of the conduct;
- 18.6.2.2.3 The identity of and relationship between the accused and the complainant(s);
- 18.6.2.2.4 The number of individuals involved;
- 18.6.2.2.5 The age and sex of the accused and the complainant(s);
- 18.6.2.2.6 The location of the incident(s) and the context in which it occurred;
- 18.6.2.2.7 The nature and severity of the conduct;
- 18.6.2.2.8 Whether the conduct was physically threatening;
- 18.6.2.2.9 Whether the conduct was humiliating;
- 18.6.2.2.10 The effect of the conduct on the complainant's mental or emotional state;
- 18.6.2.2.11 Whether the conduct arose in the context of other discriminatory conduct;
- 18.6.2.2.12 Whether the speech or conduct deserves the protections of academic freedom or the first amendment.

18.6.3 A single or isolated incident of sexual harassment (e.g., rape) may be severe enough to create a hostile environment. All such acts of sexual harassment are forms of sexual misconduct covered under this policy.

18.7 Sexual Misconduct is conduct of a sexual nature or conduct based on sex or gender that is non-consensual or has the effect of threatening, intimidating, or coercing a person.

- 18.8 Sexual Violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the person's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. A number of different acts fall into the category of sexual violence, including: rape, sexual assault, and sexual coercion. All such acts of sexual violence are forms of sexual harassment covered under Title IX. Gender-based violence may be directed at a person because of the person's gender, gender identity or perceived gender/gender identity.
- 18.9 Sexual Assault is any type of sexual contact or behavior that meets the definition of non-consensual sexual intercourse or of non-consensual sexual contact.
- 18.9.1 Non-consensual sexual contact is any intentional sexual touching, however slight, with any body part or object, by any individual upon another individual that is without consent and/or by force or coercion.
- 18.9.2 Sexual contact includes: intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts or object, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth, or other orifice. All such acts of non-consensual sexual contact are forms of sexual assault, and therefore sexual misconduct, covered under this policy.
- 18.9.3 Non-consensual sexual intercourse is any sexual penetration, however slight, with any body part or object, by any individual upon another individual that is without consent and/or by force or coercion.
- 18.9.4 Sexual penetration includes: vaginal penetration by a penis, object, tongue or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact); no matter how slight the penetration or contact. All such acts of non-consensual sexual intercourse are forms of sexual assault, and therefore sexual misconduct, covered under this policy.
- 18.10 Relationship Violence includes dating violence and domestic violence. All such acts of relationship violence are forms of sexual misconduct covered under this procedure.
- 18.10.1 Domestic Violence is that which would meet the definition of a felony or misdemeanor crime of violence committed by the complainant's current or former spouse or intimate partner, a person with whom the complainant shares a child in common, a person who is or has cohabitated with the complainant as a spouse or intimate partner, or individual similarly situated to a spouse under domestic or family

violence law, or anyone else protected under the domestic or family violence law of the jurisdiction in which the offense occurred. An individual need not be charged with or convicted of a criminal offense to be found responsible for domestic violence pursuant to this policy.

- 18.10.2 Dating violence is violence or threat of violence by an individual who has been in a social relationship of a romantic or intimate nature with the complainant. Whether there was such relationship will be determined based on the reporting party's statement and with consideration of the length and type of relationship, and the frequency of interaction of the persons involved in the relationship.
- 18.11 Consent is permission that is clear, knowing, voluntary, and expressed prior to engaging in and during an act. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.
  - 18.11.1 Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
  - 18.11.2 Consent may be withdrawn at any time.
  - 18.11.3 Previous relationships or prior consent cannot imply consent to future sexual acts; this includes "blanket" consent (i.e., permission in advance for any/all actions at a later time/place).
  - 18.11.4 Consent cannot be given by an individual who one knows to be – or based on the circumstances should reasonably have known to be – substantially impaired (e.g., by alcohol or other drug use, unconsciousness or blackout, etc.).
  - 18.11.5 Substantial impairment is a state when an individual cannot make rational, reasonable decisions because she/he lacks the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why, or how" of their sexual interaction).
  - 18.11.6 This policy also covers individuals whose substantial impairment results from other physical or mental conditions including mental disability, sleep, involuntary physical restraint, or from the consumption of alcohol or other drugs.
  - 18.11.7 Being impaired by alcohol or other drugs will never function as a defense for any behavior that violates this policy.

18.11.8 An individual cannot consent who has been coerced, including being compelled by force, threat of force, or deception; who is unaware that the act is being committed; or who is coerced by a supervisory or disciplinary authority.

18.12 Stalking is a course of conduct directed at a specific individual that would cause a reasonable person under similar circumstances and with similar identities to the complainant to fear for her, his, or others' safety, or to suffer substantial emotional distress. A course of conduct includes two or more acts, including but not limited to, those in which the alleged perpetrator directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about the complainant, or interferes with the complainant's property.

#### History

Effective: 01/19/91

Revised: 10/14/16, Merges Procedures 5.01:2 and 5.01:4

09/13/13, Replaced Interim Procedure 5.01:2

01/10/06, Policy 5.03, Unlawful and Prohibited Discrimination, Converted to Interim Procedure 5.01:2

**15<sup>TH</sup> DAY ENROLLMENT REPORT  
 FALL SEMESTER 2016**

<i>Headcount</i>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
Undergraduate	3366	3452	-86	-2.4
Graduate	169	152	+17	+11.2
<b>Total</b>	<b>3535</b>	<b>3604</b>	<b>-69</b>	<b>-1.9</b>
College Credit Plus	237	277	-40	-14.4
<b>University Total</b>	<b>3772</b>	<b>3881</b>	<b>-109</b>	<b>-2.8</b>

<i>FTE</i>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
Undergraduate	3237	3266	-29	-0.8
Graduate	138	140	-2	-1.4
<b>Total</b>	<b>3375</b>	<b>3404</b>	<b>-31</b>	<b>.9</b>

FTE calculations include all registered students regardless of classification/program.

<i>Student Credit Hours</i>	<b>FALL 2016</b>	<b>FALL 2015</b>	<b>Up/Down</b>	<b>Change %</b>
Undergraduate	48555	48990	-435	-.8
Graduate	1680	1650	+30	+1.8
<b>Total</b>	<b>50235</b>	<b>50640</b>	<b>-405</b>	<b>.7</b>

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

<i>Enrollment by Student Type</i>	<b>Females</b>	<b>Males</b>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
First-Time Freshmen	437	427	864	869	-5	-.6
Transfers	90	85	175	218	-43	-19.7
Freshmen	193	187	380	373	+7	+1.9
Sophomores	321	256	577	620	-43	-6.9
Juniors	336	264	600	583	+17	+2.9
Seniors	439	330	769	783	-14	-1.8
Graduate New	34	7	41	42	-1	-2.4
Graduate Continuing	95	33	128	110	+18	+16.4
Non-Degree	0	1	1	6	-5	-83.3
<b>Total</b>	<b>1945</b>	<b>1590</b>	<b>3535</b>	<b>3604</b>	<b>-69</b>	<b>-1.9</b>

<i>Graduate Enrollment by Division/Dept</i>	<b>Females</b>	<b>Males</b>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
EDUC	34	11	45	51	-6	-11.7
MATH	14	9	23	26	-3	-11.5
RSPP	67	17	84	75	+9	+12.0
OTHER	14	3	17	0	+17	+100



<i>Undergraduate Enrollment by Division/Dept</i>	<b>Females</b>	<b>Males</b>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
<b>Arts &amp; Sciences</b>	<b>659</b>	<b>518</b>	<b>1177</b>	<b>1137</b>	<b>+40</b>	<b>+3.5</b>
ARTS	119	178	297	273	+24	+8.7
HUMA	48	44	92	63	+29	+46.0
MATH	20	19	39	30	+9	+30.
NSCI	258	145	403	391	+12	+3.0
SSCI	215	132	346	380	-34	-8.9
<b>Professional Studies</b>	<b>828</b>	<b>745</b>	<b>1573</b>	<b>1622</b>	<b>-49</b>	<b>-3.0</b>
BUSI	177	186	363	367	-4	-1.0
EDUC	161	32	193	217	-24	-11.0
ENGT	31	333	364	348	+16	+4.5
HSCI	135	34	169	145	+24	+16.5
NURS	182	42	224	262	-38	-14.5
RSPP	142	118	260	283	-23	-8.1
<b>University College</b>	<b>328</b>	<b>287</b>	<b>615</b>	<b>689</b>	<b>-74</b>	<b>-10.7</b>
University College	328	287	615	689	-74	-10.7

<b>Undergraduate Residency</b>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
Ohio	2925	3034	-109	-3.5
Kentucky	282	270	+12	+4.4
Other US States 1	159	148	+11	+7.4
International 2	33	36	-3	-8.3

<sup>1</sup> Undergraduates represent 20 states and the District of Columbia.

<sup>2</sup> Undergraduate international students represent 18 countries.

<i>Undergraduate County of Origin</i> <sup>3</sup>	<b>FALL2016</b>	<b>FALL 2015</b>	<b>Up/Down</b>	<b>Percent</b>
<b>Southern Ohio</b>				
Scioto	1195	1271	-76	-5.9
Lawrence	110	111	-1	-.9
Adams	187	193	-6	-3.1
Pike	246	247	-1	-.4
<b>Total</b>	<b>1738</b>	<b>1822</b>	<b>-84</b>	<b>-4.6</b>
<b>Central Ohio</b>				
Franklin	125	117	+8	+6.8
Licking	19	19	+/-0	+/-0
Delaware	13	18	-5	-27.7
Madison	20	15	+5	+33.3
Pickaway	30	34	-4	-11.7
Fairfield	36	33	+3	+9.0
Union	7	4	+3	+75.0
Ross	126	119	+7	+5.8
<b>Total</b>	<b>376</b>	<b>359</b>	<b>+17</b>	<b>+4.7</b>
<b>Southwestern Ohio/Northern Kentucky</b>				
Brown	43	52	-9	-17.3
Butler	26	23	+3	+13.0
Clermont	36	41	-9	-21.9
Clinton	20	15	+5	+33.3
Hamilton	70	68	+2	+2.9
Highland	45	39	+6	+15.3
Kenton (KY)	2	1	+1	+100.0
Warren	29	31	-2	-6.4
<b>Total</b>	<b>267</b>	<b>270</b>	<b>-3</b>	<b>-1.1</b>

<sup>3</sup> Undergraduates represent 79 of Ohio's 88 counties, 27 Kentucky counties, and 7 West Virginia counties.

<b><i>Undergraduate Demographics</i></b>	<b>FALL 2016</b>	<b>FALL 2015</b>	<b>Up/Down</b>	<b>Change %</b>
<i>Age</i>				
Under 19	692	652	+40	+6.1
19 to 25	223	2254	-31	-1.3
Over 25	451	546	-95	-17.3
<i>Ethnicity</i>				
American Indian/Alaskan	27	33	-6	-18.1
Asian	17	16	+1	+6.2
Black/African American	202	195	+7	+3.5
Hispanic/Puerto Rican	26	22	+4	+18.1
Native Hawaiian/Pacific	4	6	-2	-33.3
White	2885	2971	-86	-2.8
Two or more races	80	66	+14	+21.2
Non-Citizen	39	43	-4	-9.3
Unknown/Other	86	100	-14	-14.0

<b><i>Non-Degree</i></b>	<b>FALL 2016</b>	<b>FALL2015</b>	<b>Up/Down</b>	<b>Change %</b>
College Credit Plus/Non-Degree (PSEO and Dual Credit)	237	277	-40	-14.4

**15<sup>TH</sup> DAY ENROLLMENT REPORT 5 YEAR COMPARISON**

<i>Headcount</i>	FALL 2012	FALL 2013	FALL 2014	FALL2015	Fall 2016
Undergraduate	4472	4162	3812	3452	3366
Graduate	98	86	133	152	169
<b>Total</b>	<b>4570</b>	<b>4248</b>	<b>3945</b>	<b>3604</b>	<b>3535</b>
College Credit Plus/Non-degree	135	137	353	277	237
<b>University Total</b>	<b>4705</b>	<b>4385</b>	<b>4298</b>	<b>3881</b>	<b>3772</b>

<i>FTE</i>	FALL 2012	FALL 2013	FALL 2014	FALL2015	Fall 2016
Undergraduate	4037	3803	3537	3266	3237
Graduate	85	84	113	138	140
<b>Total</b>	<b>4122</b>	<b>3888</b>	<b>3650</b>	<b>3404</b>	<b>3377</b>

FTE calculations include all registered students regardless of classification/program.

<i>Enrollment by Student Type</i>	FALL 2012	FALL 2013	FALL 2014	FALL2015	Fall 2016
First-Time Freshmen	1119	1086	905	869	864
Transfers	33	230	230	218	175
Freshmen	605	493	441	373	380
Sophomores	751	709	692	620	577
Juniors	650	659	605	583	600
Seniors	967	916	867	783	769
Graduate New	30	28	41	42	41
Graduate Continuing	68	58	92	110	128
Non-degree	2	4	4	6	1
<b>Total</b>	<b>4495</b>	<b>4183</b>	<b>3877</b>	<b>3604</b>	<b>3535</b>

<i>Graduate Enrollment by Division/Dept</i>	FALL 2012	FALL 2013	FALL 2014	FALL2015	Fall 2016
EDUC	24	21	34	51	45
MATH	NA	NA	25	26	23
RSPP	63	62	72	75	84
Other (Math/NSCI Wksp)	11	3	2	0	17

<i>Undergraduate Enrollment by Division/Dept</i>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
<b>Arts &amp; Sciences</b>	<b>1417</b>	<b>1805</b>	<b>1380</b>	<b>1137</b>	<b>1177</b>
ARTS	315	297	253	273	297
HUMA	126	105	82	63	92
MATH	56	38	35	30	39
NSCI	315	808	545	391	403
SSCI	605	557	465	380	346
<b>Professional Studies</b>	<b>2073</b>	<b>2018</b>	<b>1758</b>	<b>1622</b>	<b>1573</b>
BUSI	572	569	415	367	363
EDUC	285	269	241	217	193
ENGT	340	337	358	348	364
HSCI	876	160	165	145	169
NURS	0	313	281	262	224
RSPP	0	370	298	283	260
<b>University College</b>	<b>907</b>	<b>274</b>	<b>605</b>	<b>689</b>	<b>615</b>
University College	907	274	605	689	615

<b>Undergraduate Residency</b>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
Ohio	3877	3616	3298	3034	2925
Kentucky	382	328	385	270	282
Other US States 1	107	153	116	148	159
International 2	28	36	42	36	33

<sup>1</sup> Undergraduates represent 20 states and the District of Columbia.

<sup>2</sup> Undergraduate international students represent 18 countries.

<i>Undergraduate Demographics</i>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
<i>Age</i>					
Under 19	800	820	659	652	692
19 to 25	2701	2507	2405	2254	2223
Over 25	896	770	680	546	451
<i>Ethnicity</i>					
American Indian/Alaskan	33	29	23	33	27
Asian	16	16	13	16	17
Black/African American	250	232	212	195	202
Hispanic/Puerto Rican	25	25	25	22	26
Native Hawaiian/Pacific	3	6	1	6	4
White	3729	3526	3242	2971	2885
Two or more races	55	57	58	66	80
Non-Citizen	33	37	46	43	39
Unknown/Undisclosed	253	169	124	100	86

<i>Undergraduate County of Origin</i> <sup>3</sup>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
<b>Southern Ohio</b>					
Scioto	1758	1637	1472	1271	1195
Lawrence	114	109	119	111	110
Adams	204	206	194	193	187
Pike	305	280	238	247	246
<b>Total</b>	<b>2381</b>	<b>2232</b>	<b>2023</b>	<b>1822</b>	<b>1738</b>
<b>Central Ohio</b>					
Franklin	132	131	115	117	125
Licking	29	20	21	19	19
Delaware	11	19	18	18	13
Madison	17	27	20	15	20
Pickaway	57	49	42	34	30
Fairfield	37	40	40	33	36
Union	4	5	5	4	7
Ross	189	161	132	119	126
<b>Total</b>	<b>476</b>	<b>452</b>	<b>393</b>	<b>359</b>	<b>376</b>
<b>Southwestern Ohio/Northern Kentucky</b>					
Brown	77	78	60	52	43
Butler	17	17	11	23	26
Clermont	59	45	56	41	32
Clinton	20	13	11	15	20
Hamilton	91	97	73	68	70
Highland	52	53	55	39	45
Kenton (KY)	4	2	0	1	2
Warren	20	23	34	31	29
<b>Total</b>	<b>340</b>	<b>328</b>	<b>300</b>	<b>270</b>	<b>267</b>
<b>Kentucky Reciprocity</b>					
Mason	9	10	14	10	9
Lewis	68	67	59	53	58
Boyd	48	26	30	31	35
Greenup	236	196	155	146	144
Carter	7	10	12	14	11
Elliott	0	0	0	0	0
Lawrence	2	2	4	5	4
Fleming	3	2	0	1	1
Rowan	0	1	1	1	2
<b>Total</b>	<b>373</b>	<b>314</b>	<b>275</b>	<b>261</b>	<b>264</b>

<sup>3</sup> Undergraduates represent 79 of Ohio's 88 counties, 27 Kentucky counties, and 7 West Virginia counties.

<b>Mean ACT COMP</b>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
Mean ACT COMP FF's	20.04	20.36	20.74	20.77	21.43
Number of FF's who previously earned college credit	NA	NA	NA	NA	328

FF's with earned hours to be accumulated Fall 2016.

<b>Non-Degree Enrollment</b>	<b>FALL 2012</b>	<b>FALL 2013</b>	<b>FALL 2014</b>	<b>FALL2015</b>	<b>Fall 2016</b>
College Credit Plus/Non-Degree	135	137	353	277	237

Housing Occupancy Report  
Board of Trustees Meeting  
October 14, 2016

**Revised 9-20-2016**  
**Housing Occupancy**  
**Fall Quarters/Semesters**

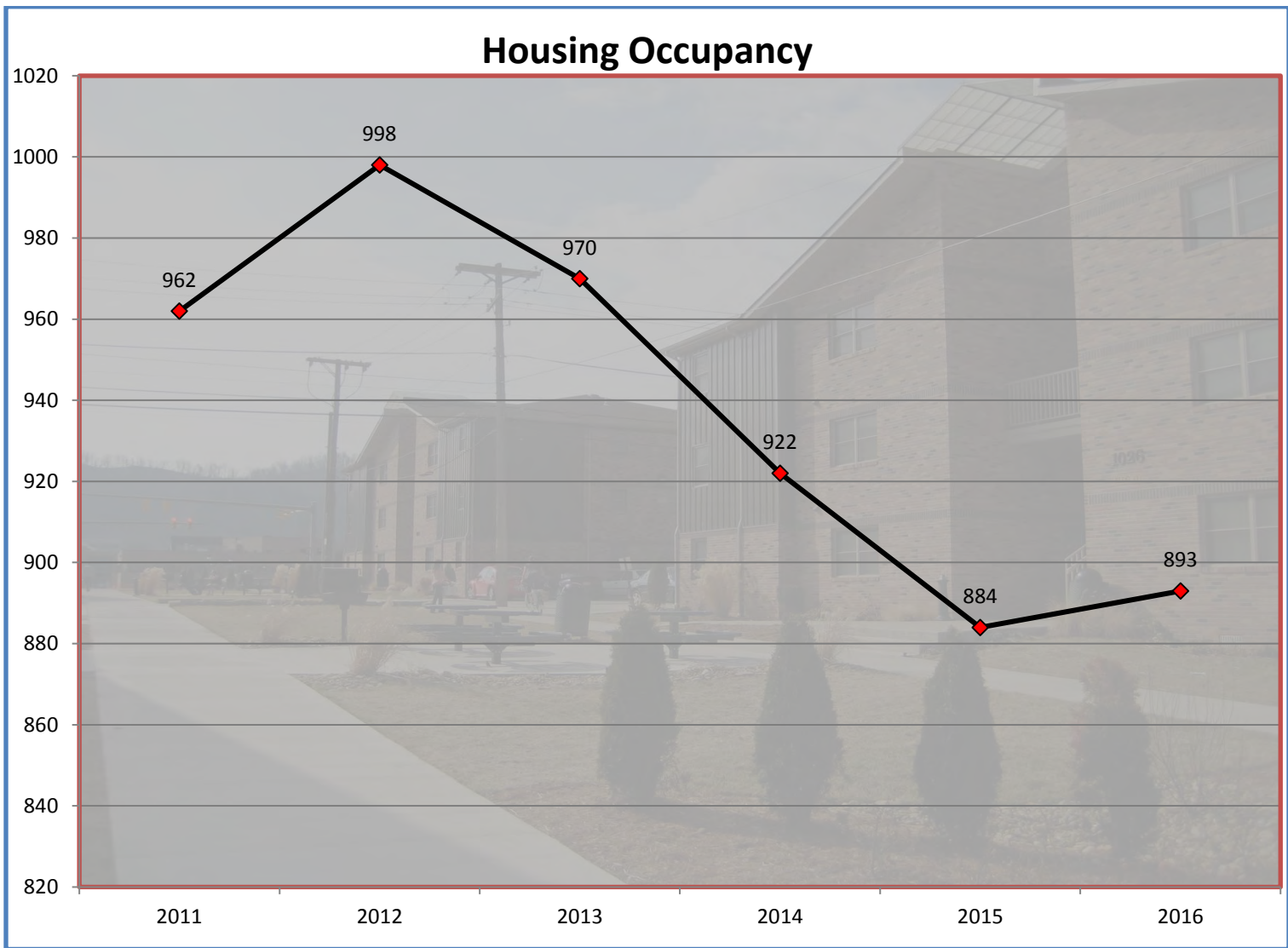
	SSU Owned Capacity	Campus View; Tanner Place; Bridgeview Court Capacity	Residents On Campus	Percentage Of Occupancy	Men Living On Campus	Women Living On Campus
Fall						
2016	174 <sup>5</sup>	760 <sup>6</sup>	893	95.6%	498	395
2015	170 <sup>3</sup>	777 <sup>4</sup>	884	93.3%	476	408
2014	180 <sup>2</sup>	785	922	96%	478	444
2013	176 <sup>1</sup>	785	970	101%	477	493
2012	179	785	998	103.5%	483	515
2011	178	723	962	107%	456	506

**NOTES:**

- <sup>1</sup>Decrease due to Cedar 12 being converted to HRL Office space.
- <sup>2</sup>Increase due to Cedar 12 being converted into a housing unit.
- <sup>3</sup>Decrease due to Cedar 12 housing—CIR, visiting faculty placed in Carriage House.
- <sup>4</sup>Decrease due to graduate student single housing option in Bridgeview Court.
- <sup>5</sup>174 attributed to placing Carriage House back online that that had been used for visiting faculty.
- <sup>6</sup>760 attributed to accommodation request buyouts and utilizing CV 304 for Director of Housing & Residence Life living on campus/Admission Tour House. Graduated students also increased having single-occupancy apartments. In addition, we have two buy outs in the ADA rooms.

Number of students/capacity in Developer owned properties	728/760
Occupancy percentage for Developer owned properties	95.8%
Number of students/capacity in SSU owned properties	164/174
Occupancy percentage for SSU owned properties	94.3%

## Housing Occupancy 2011 – 2016 Fall Terms



**Student Government Association Report**  
**Board of Trustees Meeting**  
**October 14, 2016**

**Current Projects**

- Collaborating with the office of the President and Communications to continue the campus legacy project.
- Addressing specific student concerns such as internet issues, cafeteria food quality, smoking on campus, a twenty-four hour study space, and campus parking.

**Student Organizations**

- Thirty-two (32) organizations/clubs approved for status.
- Each funded \$200 (Fall 2016)

**Committee Projects**

- **Student Life**
  - Working with David Thoroughman to better parking on campus.
  - Working with Rachel Steele to address student concerns with Sodexo.
  - Addressing student concerns regarding Wi-Fi on campus.
- **Academic Affairs**
  - Working with Provost Jeff Bauer to move towards having a 24 hour study space.
  - Working with Provost Jeff Bauer to try and regulate the use of the Blackboard system by professors.
  - Working with Provost Jeff Bauer to encourage professors to use letter grades for students instead of the current system which involves satisfactory or unsatisfactory grading.
- **Budget and Financing**
  - Campus Legacy Project
    - New “Stand Out” banners on light posts
    - Cleaning the paint on and around the Greenhouse
    - Putting in place more directions signs on campus with names of building with the current and updated logo.
    - Paving the dirt walkway near the library into a sidewalk.
  - Grills at Townhouses be replaced
  - Bike racks be put in place at Townhouses
  - Basic landscaping around the teacher education building.
- **Inter-Club Council**
  - October Club Showcase
  - Club corn hole tournament



**Student Government Association Report  
Board of Trustees Meeting  
October 14, 2016**

**Approved Student Organizations**

Psi Chi	History Club
Psychology Club	IGDA
Society of Plastics Engineers	College Democratic Club
Delta Phi Epsilon	Student Physical therapy assistants
Fantanime	Student Occupational Therapy Association
Theta Phi Alpha	Masters of Occupational Therapy Association
Tau Kappa Epsilon	Student Nurses Association
Phi Mu Delta	Early Childhood Education Club
GSSA	Athletic Training Club
WISE	SSU Jedi Order
KICKS	Zombie educational defense
Student Veterans of America	Floppy disks
Chemistry Club	Political Science Club
Pre-med club	Shawnee Students for Liberty
Beta Beta Beta	International Forum
Alpha Phi Omega	SSU College Republicans