

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
March 13, 2015**

Call to Order

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

Roll Call

Members Present: Ms. Melissa Higgs-Horwell, Ms. Hartop, Mr. Robert Howarth, Mr. Jack McCoy, Mr. Gary Paine, Ms. Kay Reynolds, Ms. Marlee Martin

Members Absent: Mr. Scott Williams, Ms. Chelsey Ferry

Approval of the March 13, 2015 Agenda

Ms. Higgs-Horwell said the Agenda noted that the date for the January 16, 2015 Board meeting Minutes was incorrect as it had the year as 2014 instead of 2015. Ms. Higgs-Horwell noted that change to be made to the Agenda. Mr. Howarth moved and Mr. McCoy seconded a motion to approve the March 13, 2015 agenda, as amended. Without discussion, the Board unanimously approved said agenda.

Approval of the January 16, 2015 Board Meeting Minutes

Mr. Paine moved and Mr. Howarth seconded a motion to approve the January 16, 2015 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the February 24, 2015 Special Board Meeting Minutes

Mr. McCoy moved and Mr. Paine seconded a motion to approve the February 24, 2015 Special Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Committee Reports

Academic and Student Affairs Committee – Ms. Melissa Higgs-Horwell, Vice Chair

Ms. Higgs-Horwell reported on behalf of the Academic and Student Affairs Committee. She said the Committee had no action items and several information items.

Action Items

None

Information Items

Ms. Bob Trusz, Vice President for Student Affairs, reported on the Annual Open House. The number of prospective students that attended was comparable to last year. He said a major change this year was to move the open house to a Saturday rather than the traditional President's Day holiday. This change allowed for better space utilization of the campus.

Mr. Zach Burton, President of the Student Government Association, reported on the activities of the SGA. He reported that the SGA had 50 student clubs approved this year and each club was awarded \$150.00 in funding, which is up from recent years. They have three projects in progress: a spirit rock on campus, improving the library and gym hours available to students, and working on arranging a 24-hour study area. The Student Government is also collaborating with facilities to help beautify the campus, and with the Provost on improving faculty advising. They are also looking into improving student relations with the Bursar's office, and improving or changing the campus smoking policy.

Dr. Leeann Denning, Acting Chair of the Department of Nursing, gave an update on the recent Nursing Accreditation visit. The Nursing Department is overseen by two regulatory groups for accreditation. The department recently underwent a review and received eight years of full board approval. Dr. Denning expressed great appreciation for the support received from all areas of campus personnel. She also said that SOMC was very supportive of this endeavor.

Education

Dr. Alan Walker, Interim Provost and Vice President for Academic Affairs, presented a working draft of the new executive dashboard for Academic Affairs. The dashboard graphically displays critical information regarding the status of key indicators and its progress toward achieving strategic goals. With many of the indicators, the University is moving in the right direction and at the top of the chart. He said this is a good tool for guiding Academic Affairs in its decision-making.

Dr. Becky Thiel, Acting Associate Provost, reported on the Collegiate Learning Assessment and how it ties into the dashboard. She said incoming freshmen will be measured, as well as graduating seniors, on a variety of skill sets. The goal is to test 100 graduating seniors this spring. She said SSU will receive an institutional report and the student will receive a report for their personal use. The University can use this information to compare to approximately 400 other institutions that use this assessment.

Finance and Administration Committee – Mr. Gary Paine, Chair

Mr. Paine reported on behalf of the Finance and Administration Committee. He said the Committee had seven action items and several information items.

Action Items***Resolution F05-15, Approval of AY15-16 Fee Schedules for Student Residential Housing and Meal Plans and 2015 Summer Housing Rates***

Mr. Paine moved and Mr. Howarth seconded a motion to approve Resolution F05-15, Approval of AY15-16 Fee Schedules for Student Residential Housing and Meal Plans and 2015 Summer Housing Rates. Mr. Paine said that the proposed adjustments to housing, meal plan rates, and related fees are required for the continued maintenance and improvement of student housing and residential accommodations and to respond to the inflationary increase of food costs.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Resolution F06-15, Approval of AY15-16 Course and Miscellaneous Student Fees

Mr. Paine moved and Ms. Reynolds seconded a motion to approve Resolution F06-15, Approval of AY15-16 Course and Miscellaneous Student Fees. Mr. Paine said this resolution approves the AY15-16 course and miscellaneous student fees effective with the summer 2015 term.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Resolution F07-15, Update and Renaming of Policy 4.44Rev, Use of University Facilities to Policy 4.44Rev, Use of University Facilities and Reservation of Space

Mr. Paine moved and Ms. Hartop seconded a motion to approve Resolution F07-15, Update and Renaming of Policy 4.44Rev, Use of University Facilities to Policy 4.44Rev, Use of University Facilities and Reservation of Space. Mr. Paine said this resolution modifies Policy 4.44 to incorporate the management of non-academic use of university facilities.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Resolution F08-15, Approval to Rescind Policy 4.70, Use of Volunteers and Interns

Mr. Paine moved and Mr. McCoy seconded a motion to approve Resolution F08-15, Approval to Rescind Policy 4.70, Use of Volunteers and Interns. Mr. Paine said the rescission of this policy is proposed because its content is incorporated into the University's *Employment Definitions and Guidelines*.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Resolution F09-15, Update and Renaming of Policy 5.10Rev, Outdoor Space and Use of University Facilities to Policy 5.10Rev, Solicitations and Demonstrations

Mr. Paine moved and Ms. Reynolds seconded a motion to approve Resolution F09-15, Update and Renaming of Policy 5.10Rev, Outdoor Space and Use of University Facilities to Policy 5.10Rev, Solicitations and Demonstrations. Mr. Paine said this resolution updates and renames Policy 5.10 by focusing upon the issue of solicitations and demonstrations on outdoor campus property.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Abstain: Ms. Hartop

Nays: None

Resolution F10-15, Rescission of Policy 2.09, Establishing a Center

Mr. Paine moved and Mr. McCoy seconded a motion to approve Resolution F010-15, Rescission of Policy 2.09, Establishing a Center. Mr. Paine said this resolution rescinds Policy 2.09 because the policy is outdated and is administrative in nature.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Resolution F11-15, Revision of Policy 5.08, Smoking

Mr. Paine moved and Ms. Reynolds seconded a motion to approve Resolution F11-15, Revision of Policy 5.08, Smoking. Mr. Paine said this resolution modifies Policy 5.08 by changing the allowable distance for smoking near building entrances from 25 feet to 50 feet in order to address the needs of individuals entering campus buildings.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Information Items**FY15 Budget Status and FY16 Budget Planning Update****FY15 budget status:**

For the reporting period, the general fund budget status is as expected with about 85% of revenue received; expenditures are at approximately 68% of budget which is consistent with the timing of the fiscal year.

FY16 Budget Planning:

The FY16 budget planning process continues with a number of activities completed to date:

- During the month of February, department budget managers responded to the impact of three potential scenarios that included reductions of 2%, 5% and 10% as well as identified new needs and possible revenue ideas.
- These scenarios underwent a comprehensive review by the Resource Committee (63 separate units). A summary report and compilation of the Resource Committee's collective response was submitted to the President on March 6. This feedback will be considered in the President's Budget Team's development of the FY16 budget to be presented to the Board at the May meeting.

Review of Fines and Cost Recovery Charges

Dr. Burke reported on the changes made to the 2015-16 Fines and Cost Recovery Charges that resulted from a review with the applicable department managers. There were minimal changes to the schedule.

FY14 Senate Bill 6 (SB6) Ratio

Dr. Boyles reported that SSU's FY14 senate bill 6 score is 4.0 reflecting the positive financial outcome for the fiscal year. This score is an indication of an institution's fiscal health and is

calculated by the Ohio Board of Regents based upon year-end audited financial statements. The average of all 14 of Ohio's 4-year public universities for FY14 is 3.87. The highest possible composite score is 5.0.

University Investment Report

Mr. Ballengee reviewed the University's investment performance as of February 2015 reflecting a gain of \$385,944.88 or 2.33% from the June 30, 2014 balance.

Capital Projects Report

Dr. Boyles reviewed the status of current major construction/renovation projects which included:

- Roof on fine arts building – bidding expected mid-March
- Phased project to renovate the University-owned Townhouse Apartments beginning with one building summer 2015
- HVAC unit Admin Building – required due to increased heat from technology equipment (will improve energy efficiency)

Education

Mr. Bill Rockwell, Director of Events & Conference Services and Mr. Chuck Warner, CIO, made a presentation on the planned transition from SSU-provided internet services for student residential housing to services through a third-party internet service provider. This change provides substantially expanded internet access and bandwidth capacity to all housing units while containing costs to student residents.

Reports, if any, from Board Liaisons with other Organizations

Ms. Reynolds reported that the President's Gala would be held on April 25. She also said that the Bennett house property is scheduled to be auctioned in the very near future.

President's Report

President Morris reported that the Women's Basketball team won the Mid-South Conference and will be playing in the NAIA nationals on Wednesday. She said the University is proud of their accomplishments and wished them well in the tournament.

President Morris asked Mr. Eric Braun, Executive Director of Development, to update the Board on the progress and status of the Development Foundation. Mr. Braun gave Board members a copy of the NACUBO Investment Return Comparisons and said the SSUDF data showed it was performing or out-performing in all categories.

President Morris then gave Board members a copy of a booklet that was recently shared with the IUC Presidents and Government Relations personnel and students in Columbus.

President Morris then asked Mr. Chris Shaffer, Director of Institutional Effectiveness, to join her in a presentation on Enhancing Our Data Capabilities to Support Strategic Planning. A copy of the presentation is attached to these minutes.

New Business

Chair Higgs-Horwell presented Resolution E03-15, Approval to Rescind Policy 1.02Rev, Presidential Selection. President Morris said the rescission of this policy fell under the University's systematic review process to ensure that policies are current and accurate. Mr. Paine moved and Ms. Reynolds seconded a motion to approve Resolution E03-15.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Mr. McCoy presented Resolution E04-15, Approval of Presidential Employment Agreement for Dr. Rick S. Kurtz. Mr. McCoy moved and Mr. Paine seconded a motion to approve Resolution E04-15.

Ayes: Ms. Higgs-Horwell, Ms. Hartop, Mr. Howarth, Mr. McCoy, Mr. Paine, Ms. Reynolds

Nays: None

Chair Higgs-Horwell welcomed and introduced Dr. Rick Kurtz and his wife, Blythe, and daughter, Juliet, to the meeting and a round of applause followed. Dr. Kurtz thanked the Board for this opportunity and said he and his family are very excited to join the SSU family.

Chair Higgs-Horwell thanked Mr. McCoy, the Presidential Search Committee and the Presidential Search Advisory Committee for their hard work during this search.

Chair Higgs-Horwell reported that she has asked Mr. McCoy to serve as Chair and Mr. Howarth to serve as Vice Chair of the Nominating Committee to prepare nominations for the 2015-2016 Board Chair and Vice Chair and asked them to report at the May 8, 2015 meeting.

Comments from Constituent Groups (if any) and the Public

Dr. Andrew Feight spoke in his role as President of the University Faculty Senate regarding the Presidential Selection Policy, which the Board just voted to rescind.

Chair Higgs-Horwell thanked Dr. Feight for his comments and said they would be reflected in the minutes. A copy of Dr. Feight's remarks is attached to the minutes.

Executive Session

None.

Other Business

None.

Adjournment

The Board was adjourned by acclamation at 2:20 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

**Spring Open House Report
Board of Trustees Meeting
March 13, 2015**

February 28, 2015

RSVP - 299

Attend - 169 (56%)

February 17, 2014

RSVP - 271

Attend - 173 (64%)

The Office of Admission moved the program this year to a Saturday in an attempt to relieve issues related to weather and space. With our recent years' attendance, we have been unable to secure classrooms/labs/lecture halls to hold our academic sessions.

We provided all in attendance academic sessions, campus tours, housing tours and the opportunity to speak with our Financial Aid & Athletic Offices.

Summer & Fall 2015 Students

Accepted Students - 107

Applied Students - 12

Withdrawn Applicants - 2

Inquired Students - 19

2016 Students

Applied Students - 2

Inquired Students - 25

2017 Students

Inquired Students - 2

There were 30 students who canceled their attendance due to concerns about weather and rescheduled sporting events as a result of the weather over the week of President's Day.

While the attendance at the event was lower than hoped for, the Open House programs remain a vital part of our recruitment strategy. We routinely see a higher yield of matriculated students from our Open House attendees.

Student Government Association Report
Board of Trustees Meeting
March 2015

- **Student Organization Approval & Funding**
 - 50 organizations/clubs approved for status
 - \$150 for funding with opportunities for additional funds (Spring 2015)
- **Committee Projects**
 - **Student Life**
 - Collaborating with facilities on an SSU Beautification Project.
 - Working with the Clark Memorial Library to increase hours and accessibility to student resources.
 - Researching The Clery Act and SSU's role in reporting sexual assault on campus.
 - Evaluating the hours of the James A Rhodes Athletic Center.
 - **Academic Affairs**
 - Planning the annual Evening of Honors celebration of student academic achievement.
 - Reviewing advising practices by surveying students and ensuring faculty advisers are properly trained.
 - Assisting with the General Education Program's continued revision.
 - **Budget and Finance**
 - Identifying maintenance issues around campus and reporting issues to Facilities.
 - Working with the Bursar to create a more cooperative environment for students to pay bills and receive financial aid.
 - Reviewed and approved club funding.
 - **Inner- Club Council**
 - Continuously provide opportunities for student organizations to recruit new members.
 - Assessing retention issues and brainstorming how student organizations can support retention.
 - Evaluating a potential requirement that all student organizations must be represented weekly at SGA congress meetings.
- **Other Projects**
 - "Spirit Rock" on campus for student organizations to paint.
 - Improve interactions between students and Sodexo dining services.
 - Create a digital archive of all SGA documents from previous years.
 - Reviewing the SGA constitution and the SGA election process.

Approved Student Organizations

Pre-Med Club

Health and Fitness

Bear Buddies

Mana Dorks

Sigma Alpha PI

IGDA

21st Century Followers of Christ

EmpowHER Bible Study

Operation Christmas Child

Philosophy Club

AGL

Gay Straight Student Alliance

AHANA

Student Occupational Therapy Association

SSU Dance Team

Life Drawing Club

Zombie Educational Defense

Dungeon Crawlers

Geology Club

MAL (Model Arab League)

The Environmental Action Club Heritage

Rotaract

International Forum

Health Executives & Administrators

Learning Society

Parkour Club

Theta Phi Alpha

Beta Beta Beta

Athletic Training Club

Respiratory Therapy Club

Psychology Club

Collegians Against Cancer

Shawnee Technology Development

Slow Pitch Softball

Softball (Traditional)

Delta Phi Epsilon

Art Club

Math Club

Catholic Students Association

Hip-Hop Dance Club

SSU College Republicans

SSU Jedi Order

Tau Kappa Epsilon

Chemistry Club

Alpha Psi Omega

Society of Plastics Engineers

Phi Mu Delta

BBQ Club

League of Legends Club

Sociology Club

History Club

RESOLUTION F05-15

APPROVAL OF AY 2015-2016 RATE SCHEDULES FOR STUDENT RESIDENTIAL HOUSING AND MEAL PLANS AND 2015 SUMMER HOUSING

WHEREAS, Shawnee State University is recognized as a higher education institution with a long-standing commitment to providing and sustaining affordable, high-quality student residential accommodations; and

WHEREAS, an inflationary adjustment to SSU's housing rates is necessary in order to meet contemporary student demands and maintain the existing high standards for the safety and security of residents; and

WHEREAS, the AY2015-2016 meal plan rates are subject to the CPI adjustment of 4.2% as stipulated by the food services contract; and

WHEREAS, a review of projected increases of housing rates by Ohio public universities reveals that the majority of respondents plan to increase housing rates from 2.0% to 3.5%; and

WHEREAS, the University has taken steps to improve the delivery and management of internet services for its residential students while containing these costs; and

WHEREAS, the President continues to be mindful of the impact of increased costs to students and their parents and having considered all factors, recommends the following:

- 2.5% increase to AY15-16 housing rates and 2015 summer housing rates
- No change to the established connectivity fee
- Application of a portion of the contractual food services increases to the AY15-16 meal plans (2% to 19-meal plan, 3% to 15-meal plan, and 4% to 12-meal plan)

THEREFORE BE IT RESOLVED that the Board of Trustees approves the attached proposed schedules reflecting AY15-16 and 2015 summer housing rates, AY15-16 connectivity fee, and AY15-16 meal plan rates.

(March 13, 2015)

Certified as True and Correct
John Harker 4-28-15
Secretary, SSU Board of Trustees

**Shawnee State University
Housing and Meal Plan Rates
2015-2016 Academic Year**

**► Proposed ◀
2.5% Housing Increase
Variable Meal Plan Increases**

Campus View

Room Type	Semester Cost	Academic Year
Private	\$3,551	\$7,102
Double	\$2,964	\$5,928
Triple ¹	\$2,378	\$4,756

Tanner Place/BridgeView Court/Carriage House

Room Type	Semester Cost	Academic Year
Private ²	\$3,551	\$7,102
Double	\$2,964	\$5,928
Triple ¹	\$2,378	\$4,756

Cedar House

Room Type	Semester Cost	Academic Year
Private ²	\$3,228	\$6,456
Double	\$2,694	\$5,388
Triple ¹	\$2,160	\$4,320

University Townhouse

Room Type	Semester Cost	Academic Year
Private ²	\$2,986	\$5,972
Double	\$2,446	\$4,892
Triple ¹	\$1,905	\$3,810

¹Triple rooms are offered at the discretion of the University.

²Private Rooms are only available if space permits and at the discretion of the University.

Meal Plan Options³

Plan	Semester Cost	Academic Year
19 Meals per Week (2%)	\$1,799	\$3,598
15 Meals per Week (3%)	\$1,715	\$3,430
12 Meals per Week (4%)	\$1,545	\$3,090

³All meal plans include \$35 flex dollars per semester.

Freshmen campus residents are assigned the 19 meal plan; sophomores may select any option; juniors or seniors may opt not to participate in a meal plan.

Residential Connectivity Fee

(No Increase)

Semester Cost	Academic Year
\$120	\$240

Cheryl Hacker 4/28/15

**Shawnee State University
Housing Rates
2015 Summer Term**

▶ *Proposed* ◀
2.5% Housing Increase

Campus View

Room Type	Full Semester	5 Week Term
Private	\$1,832	\$916
Double	\$1,527	\$764

Summer residents are typically housed in Campus View buildings only. The buildings below are used only if overflow is required:

Tanner Place/BridgeView Court/ Carriage House

Room Type	Full Semester	5 Week Term
Double	\$1,527	\$764

Cedar House

Room Type	Full Semester	5 Week Term
Private ¹	\$1,669	\$835
Double	\$1,387	\$694

University Townhouse

Room Type	Full Semester	5 Week Term
Private ¹	\$1,536	\$768
Double	\$1,266	\$633

¹ Private rooms are only available if space permits in Cedar House and University Townhouse.

Meal Plan Options

No food service is provided during Summer Term.

Residential Connectivity Fee

Full (10 wk.) Semester	5 Week Term
\$70	\$35

Theresa D. Hester 4-27-15

RESOLUTION F06-15

**APPROVAL OF AY15-16 COURSE AND MISCELLANEOUS
STUDENT FEES**

WHEREAS, the Board of Trustees of Shawnee State University approves course and miscellaneous student fees that are charged by the University; and

WHEREAS, a review was performed and it has been determined the General Assembly will not impose two of the previously established education fees and should therefore be eliminated; and

WHEREAS, no other changes to the attached course and miscellaneous fee schedule are proposed;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the AY15-16 course and miscellaneous student fee schedule, effective summer semester 2015.

(March 13, 2015)

Certified as True and Correct
Sheryl Hacker 4-27-15
Secretary, Board of Trustees



2015-16 Academic Year
Course and Miscellaneous Student Fees
effective Summer semester 2015

Course Fees	AY 2014-15	AY 2015-16
Course Fees (per term)		
Education Field Fee (EDU1)	\$294.00	\$294.00
Education Field Fee (EDU2)	\$147.00	\$147.00
Education Field Fee - includes edTPA assessment (EDU3)	\$594.00	eliminate
Education Field Fee - includes edTPA assessment (EDU4)	\$447.00	eliminate
Study Abroad Course Fee (CIPA)	\$120.00	\$120.00
Course Fees (per credit hour)		
Arts - Tier 1 (ART1)	\$7.00	\$7.00
Arts - Tier 2 (ART2)	\$15.00	\$15.00
Arts - Tier 3 (ART3)	\$25.00	\$25.00
Athletic Training (ATTR)	\$25.00	\$25.00
Business (BUSI)	\$10.00	\$10.00
Dental Hygiene (DTHY)	\$35.00	\$35.00
Education (EDUC)	\$15.00	\$15.00
Education, Graduate (MEUC)	\$20.00	\$20.00
Education, Graduate Curriculum & Instruction (MECI)	\$20.00	\$20.00
Education, Graduate Intervention Specialist (MEIS)	\$20.00	\$20.00
Emergency Medical Technology (EMTP)	\$20.00	\$20.00
Engineering Technologies (ENGT)	\$22.00	\$22.00
Exercise Science (SSES)	\$15.00	\$15.00
Health Care Administration (BUHE)	\$20.00	\$20.00
Humanities (HUMA)	\$10.00	\$10.00
Mathematics, Graduate (MTH1)	\$15.00	\$15.00
Mathematics, Graduate (MTH3)	\$35.00	\$35.00
Mathematics, Undergraduate (MATH)	\$15.00	\$15.00
Medical Laboratory Technology (MLTC)	\$20.00	\$20.00
Natural Science (NSCI)	\$25.00	\$25.00
Nursing, A.A.S. (ADNR)	\$25.00	\$25.00
Nursing, B.S. (BSNR)	\$20.00	\$20.00
Occupational Therapy Assistant (OTAT)	\$20.00	\$20.00
Occupational Therapy, Graduate (MOT)	\$75.00	\$75.00
Physical Education (SSPE)	\$5.00	\$5.00
Physical Therapist Assistant (PTAT)	\$20.00	\$20.00
Radiologic Technology (RDLT)	\$20.00	\$20.00
Respiratory Therapy (RPPT)	\$20.00	\$20.00
Social Science (SSCI)	\$10.00	\$10.00
Sports Management (SSSM)	\$15.00	\$15.00
University College - Developmental Math, Reading and Writing (UNC1)	\$3.00	\$3.00
Miscellaneous Fees		
Application Fees		
Health Sciences Programs	\$30.00	\$30.00
International Admission	\$50.00	\$50.00
Budget Payment Plan Fee	\$10.00	\$10.00
Budget Payment Plan Late Fees (max \$180.00/semester)		
Late first payment	\$60.00	\$60.00
Late second payment	\$40.00	\$40.00
Late third payment	\$40.00	\$40.00
Late fourth payment	\$40.00	\$40.00
Credit by Arrangement Administrative Fee, Undergraduate (per credit hour)	\$150.00	\$150.00
Credit by Arrangement Administrative Fee, Graduate (per credit hour)	\$150.00	\$150.00
Credit by Exam Fee (per course)	\$150.00	\$150.00
Graduation Petition Fee (per degree)	\$55.00	\$55.00
Graduation Re-Petition Fee (per degree)	\$10.00	\$10.00
International Student Exchange Program (ISEP) Administrative Fee	\$100.00	\$100.00
International Student Exchange Program (ISEP) Tuition Differential	varies by destination	varies by destination
Late Payment Fee (per semester) - if not on budget payment plan	\$180.00	\$180.00
Matriculation Fee	\$50.00	\$50.00
Overnight Orientation Fee	\$37.00	\$37.00
Overnight Orientation Fee (same day registration)	\$47.00	\$47.00
Portfolio Evaluation Fee (per submission) - A.T.S. degree only		
First Course (per program discipline)	\$150.00	\$150.00
Second and Subsequent Courses (same discipline)	\$50.00	\$50.00

Chris Ducken 4-27-15

RESOLUTION F07-15

**UPDATE AND RENAMING OF POLICY 4.44REV,
USE OF UNIVERSITY FACILITIES
TO POLICY 4.44REV, USE OF UNIVERSITY FACILITIES AND
RESERVATION OF SPACE**

WHEREAS, policy 4.44Rev, Use of University Facilities, was approved by the Board of Trustees on June 11, 2004; and

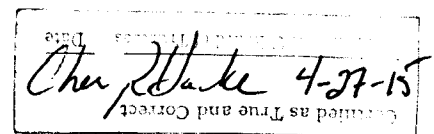
WHEREAS, this policy was rewritten to integrate the management of the use of campus facilities and space reservation processes that have been created and/or modified as a result of the newly established Office of Events and Conference Services; and

WHEREAS, the proposed renaming to "Use of University Facilities and Reservation of Space" reflects the broader content of the policy; and

WHEREAS, procedures to implement the revised policy are provided for information;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves policy 4.44Rev, Use of University Facilities and Reservation of Space.

(March 13, 2015)



Shawnee State University

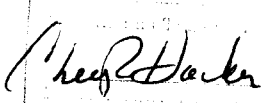
POLICY TITLE:	USE OF UNIVERSITY FACILITIES & RESERVATION OF SPACE
POLICY NO. :	4.44 REV
ADMIN CODE:	3362-4-21
PAGE NO.:	1 OF 1
EFFECTIVE DATE:	03/13/15
NEXT REVIEW DATE:	03/2018
RESPONSIBLE OFFICER(S):	VPF&A
APPROVED BY:	BOARD OF TRUSTEES

- 1.0 The uses of University facilities are primarily for the educational, student life and activities, and administrative functions of the University. It is recognized that designated University facilities and space may, with adequate administrative controls in place, be utilized by external or non-university groups.
- 2.0 Procedures and/or guidelines shall be established to ensure that use of University facilities and space does not interfere or conflict with University educational and/or administrative activities. Such procedures or guidelines shall address the following:
 - 2.1 Identifies specific University facilities and space available for non-University use;
 - 2.2 Provides an administrative process to schedule facilities and space and provides priority use for academic and other University activities;
 - 2.3 Provides sufficient restrictions and controls on the scheduling and use of University facilities and space to ensure the protection of University property and avoidance of disruption to University activities.
- 3.0 A fee schedule, approved by the President or designee, shall be established for the reserved use by external groups and individuals.
- 4.0 Established procedures for the scheduling and use of University facilities and space shall be approved by the President.

History

Effective: 06/11/04
Revised: 03/13/15

Applicable Procedures: 4.44:1 Use of University Facilities & Reservation of Space

 4-27-15

INFORMATION ONLY

PROCEDURE TITLE:	USE OF UNIVERSITY FACILITIES & RESERVATION OF SPACE
PROCEDURE NO.:	4.44:1
RELATED POLICY:	4.44REV
PAGE NO.:	1 OF 3
RESPONSIBLE ADMINISTRATOR(S):	VPF&A/DIRECTOR, EVENT & CONFERENCE SERVICES
EFFECTIVE DATE:	03/13/15
NEXT REVIEW DATE:	03/2018
APPROVED BY:	PRESIDENT

1.0 GENERAL GUIDELINES

- 1.1 The scheduling of official academic course offerings shall be given first priority for the use of University academic facilities.
- 1.2 After the release of academic space for the term, university facilities will be made available to the Event & Conference Services (ECS) office for scheduling/rental.
- 1.3 Should it become essential to accommodate a non-University event requiring the need to relocate or re-schedule a University class, meeting or activity, the Registrar and Director of ECS shall consider the relative impact or benefit of the event to the University.
- 1.4 The Director of Event and Conference Services (ECS) in consultation with the Vice President for Finance & Administration shall ensure the rental or use of facility space considers such factors as:
 - 1.4.1 The event must be consistent with the University's academic and community service role and mission.
 - 1.4.2 University facilities may not be contracted for the purpose of offering instruction of an on-going nature which is not a part of the University's academic or public service programs.
 - 1.4.3 The University reserves the right to reject the application of any event sponsor for use of University facilities and/or equipment if it determines that it is not in the University's best interest.

- 1.5 Event sponsors may be required to provide the University a plan for the proposed disposition of any registration fees and/or admission fees charged to event attendees, income from sale of merchandise or sundries, food and/or beverages.
 - 1.6 The University shall assume no responsibility for any expressed or implied views, positions, statements or literature of the event sponsor. Nor shall the University condone or otherwise endorse such views.
 - 1.7 Event sponsors may not use University logos, service marks, or copyrights, in any advertisements or publications without the written consent of the University Office of Communications.
 - 1.8 Use of alcohol at any event is governed by BOT policy 3.19 and procedure 3.19:1.
- 2.0 MAKING ARRANGEMENTS FOR USE OF UNIVERSITY FACILITIES
- 2.1 University-Affiliated Groups
 - 2.1.1 The Office of the Registrar is responsible for scheduling of classroom instructional use of University facilities for each academic term (dates, times and locations are listed in the final class schedule).
 - 2.1.2 The Office of Event & Conference Services (ECS) is the primary contact for the scheduling of the use of all other facilities as follows:
 - 2.1.2.1 Coordination with the Director of Vern Riffe Center for the Arts for the requested use of the building and Director of Athletics for the requested use of the Rhodes Athletic Center and related areas.
 - 2.1.2.2 All requests for facilities use by official student organizations shall be submitted to the Student Life Office for approval before application is made to ECS.
 - 2.1.2.3 Charges for facilities use by University-affiliated groups may be assessed for usage, equipment, supplies and personnel time which exceeds the parameters of the normally scheduled workload of the facility or personnel involved in supervising, operating and maintaining facilities.

2.2 Non-University Organizations

2.2.1 When possible, University facilities will be made available to other organizations or groups for meetings or other approved activities.

2.2.2 The Director of ECS in consultation with the Vice President for Finance & Administration is responsible for developing proposed fees and charges for facilities rental usage. Such schedule of charges shall be approved by the President and reviewed annually.

3.0 SPACE RESERVATION FORM

The reservation of space/facilities requires the completion of a space reservation form and submission to the ECS office and are available at:

<http://shawnee.edu/offices/event-conference-services/media/Student-Organization-Space-Reservation-Request-Form.pdf>

<http://shawnee.edu/offices/event-conference-services/media/Space-Reservation-Form.pdf>

4.0 EVENT & CONFERENCE SERVICES (ECS)

The Office of Event & Conference Services maintains a web page which provides links to applicable forms, pricing, information, and additional guidelines.

<http://shawnee.edu/offices/event-conference-services/>

History

Effective: 03/13/15

RESOLUTION F08-15

**APPROVAL TO RESCIND POLICY 4.70, USE OF VOLUNTEERS AND
INTERNS**

WHEREAS, a systematic review of institutional policies has been undertaken at the direction of the President in order to remove outdated policies, and to modify and update policies; and

WHEREAS, the content of policy 4.70, Use of Volunteers and Interns is appropriately incorporated in the University's Employment Definitions and Guidelines making this policy unnecessary;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves rescission of policy 4.70, Use of Volunteers and Interns.

(March 13, 2015)

Approved as Trustee and Chairman
Cheryl Hacker 4-27-15
Date

FOR RESCISSION

Shawnee State University

AREA:	BUSINESS AFFAIRS	POLICY NO.:	4.70
		ADMIN. CODE:	3362-4-41
		PAGE NO.:	1 OF 1
		EFFECTIVE DATE:	5/21/90
		RECOMMENDED BY:	R. Neil Hawk
SUBJECT:	USE OF VOLUNTEERS AND INTERNS	APPROVED BY:	

- 1.0 Shawnee State University may accept the volunteer services of individuals or interns on a part-time or full-time basis with approval of the President. Duties or services of the volunteer may include a variety of functions such as research assistant, program development, continuing education instruction, etc.
- 2.0 Duties shall not include formal student advising, group or individual counseling or teaching courses for credit. Duties of interns enrolled in graduate programs are under the direction and coordination of the Vice President in charge of the area in which the intern functions.
- 3.0 Volunteer or intern arrangements may be terminated at will.

R. Neil Hawk 4-27-15
Date

RESOLUTION F09-15

**UPDATE AND RENAMING OF
POLICY 5.10REV, OUTDOOR SPACE AND USE OF UNIVERSITY
FACILITIES
TO
POLICY 5.10REV, SOLICITATIONS AND DEMONSTRATIONS**

WHEREAS, policy 5.10Rev, Outdoor Space and Use of University Facilities, was approved by the Board of Trustees on March 11, 2011; and

WHEREAS, at the time of its approval this policy incorporated the subjects of solicitations and demonstrations on campus and use of university facilities; and

WHEREAS, the content of this policy has been modified to focus solely on the subject of solicitations and demonstrations including identifying reasonable controls to prevent disruption of the University's administrative and educational functions; and

WHEREAS, the subject of "use of university facilities" has been removed and incorporated into a separate policy; and

WHEREAS, procedures related to the updated policy are provided for information;

THEREFORE BE IT RESOLVED the Board of Trustees of Shawnee State University hereby approves policy 5.10Rev, Solicitations and Demonstrations.

(March 13, 2015)

Accepted as True and Correct
Shawn R. Harker 4-27-15
.....

Shawnee State University

POLICY TITLE:	SOLICITATIONS AND DEMONSTRATIONS
POLICY NO:	5.10 REV
ADMIN CODE:	3362-5-11
PAGE NO:	1 OF 1
EFFECTIVE DATE:	3/16/15
NEXT REVIEW DATE:	3/2018
RESPONSIBLE OFFICER(S)	PRESIDENT
APPROVED BY:	BOARD OF TRUSTEES

- 1.0 Shawnee State University's campus, including its buildings, grounds and other property, serve to support the mission of the University. The University intends that its facilities be utilized in a manner that respects the rights of expression, affiliation and peaceful assembly. As such, there shall be procedures that:
- 1.1 Place reasonable controls and safeguards on solicitation activity in University facilities and on University grounds.
 - 1.2 Establish reasonable controls and safeguards on protests and demonstrations on University grounds to ensure that the University's administrative and educational functions are not disrupted.

History

Effective: 4/11/97

Revised: 3/11/11; 03/16/15

Applicable Procedure: 5.10:1 Solicitation, Distribution of Material and Demonstrations and Distribution Activity

Witnessed as True and Correct
Cheryl Hacker 4-27-15
Secretary, SSU Board of Trustees

INFORMATION ONLY

PROCEDURE TITLE:	SOLICITATIONS, DISTRIBUTION OF MATERIAL, AND OUTDOOR DEMONSTRATIONS
PROCEDURE NO.:	5.10:1
RELATED POLICY:	5.10 REV
PAGE NO:	1 OF 5
RESPONSIBLE ADMINISTRATOR(S):	PUBLIC SAFETY
EFFECTIVE DATE:	3/16/15
NEXT REVIEW DATE:	3/2018
APPROVED BY:	PRESIDENT

1.0 APPLICATION

- 1.1 This procedure governs all University owned, operated or managed facilities and property, including university student housing.
- 1.2 This procedure does not apply to:
 - 1.2.1 Shawnee State University initiated or approved solicitations and events;
 - 1.2.2 Shawnee State University Development Foundation approved solicitations and events.
- 1.3 Students and student organizations are not subject to this procedure but are subject to the solicitation guidelines established in the Student Organizations Guidelines.

2.0 DEFINITIONS

- 2.1 "Solicitation" means any activity conducted for the purpose of advertising, promoting, fund raising, purchasing for commercial purposes, or selling any product or service, encouraging membership in any group, association or organization, or distributing printed or other material.
- 2.2 "Non-work area" means areas where employees generally do not perform their official duties, and generally includes lobbies, cafeterias, public areas or parking lots, except as to employees, such as maintenance and custodial employees, whose responsibilities include such areas.

- 2.3 “Protests” and/or “Demonstrations” includes, as used in this procedure, but is not limited to, picketing, petition circulation, public speech making or group rallies.
- 2.4 “University Property” means, as used in this procedure, university grounds and any facility and surrounding real property that is owned, leased or managed by Shawnee State University.
- 3.0 SOLICITATION AND DISTRIBUTION ACTIVITIES BY NON-UNIVERSITY INDIVIDUALS OR GROUPS
- 3.1 General Prohibition on Solicitation for Funds, Sales, and Commercial Purposes
- 3.1.1 Non-university solicitation for funds, sales, subscriptions or commercial purchases by non-university organizations and individuals are prohibited on university grounds, and in university buildings and other university property, including student housing, except upon written permission of the President or Vice President for Finance and Administration or respective designee. This prohibition does not apply to university authorized stores, food operations, departments, divisions or units of the university.
- 3.2 Distribution of Literature Restrictions
- 3.2.1 Outdoor Space. Except as otherwise noted in this procedure, non-university individuals or groups may, without advanced notice, distribute literature or other material on university grounds that are open to the general public, so long as such activity does not disrupt or interfere with University educational or administrative activities and is in compliance with local ordinances.
- 3.2.1.1 Distribution or placement of literature upon any automobile or vehicle parked on university grounds is prohibited.
- 3.2.1.2 Space must be reserved if tables, platforms, standing displays or similar items will be utilized. See Event and Conference Services for reservation and cost information.
- 3.2.2 Indoor Space. Non-university individual or groups may, with written permission by an authorized University official, solicit or distribute material in certain University indoor spaces. An organization or non-

employee of the University wishing to solicit or distribute literature must request permission from the Director of Event and Conference Services in writing at least forty-eight hours in advance of the proposed visit. See Event and Conference Services for reservation and cost information.

4.0 SOLICITATION AND DISTRIBUTION ACTIVITIES BY EMPLOYEES

- 4.1 Employees may solicit or distribute literature to other employees in non-work areas only to employees who are on non-work time, and it is not be disruptive to employees who are on working time.
- 4.2 Employees are prohibited from using the University's internal mail system, electronic systems or any other university equipment facilities or materials such as telephones, copying machines, stationery, for solicitation purposes. Such use is considered an abuse of university property.

5.0 PROTESTS AND DEMONSTRATIONS

5.1 General Statement

- 5.1.1 Subject to additional restrictions stated in this procedure, any individual or group may publicly express views or demonstrate on non-restricted outdoor areas, without prior notification, as long as they do not disrupt classes or university functions.

5.2 Prohibited Areas

- 5.2.1 Protests and demonstrations may not occur inside university buildings, on porches or porticos of University buildings or facilities. Nor may demonstrations impede ingress or egress to the University, any University property, parking lot, building, facility, or event.
- 5.2.2 Protests and demonstrators must be at least 25 feet from any University building during classroom hours.
- 5.2.3 Protests and demonstrators, including individuals who are distributing literature must stay at least 25 feet from any outdoor University event or approved event.

5.3 Other Restrictions

5.3.1 Amplified sound can quickly and easily create a disruption on the SSU campus, due to the campus' size and close proximity between buildings. Therefore, use of amplified sound is prohibited unless it is approved in advance through the Events and Conference office for a scheduled event at a time that would not interfere with University classes and other University operations.

5.3.2 Protests and demonstrations may be subject to local ordinances.

6.0 UNIVERSITY RIGHT TO PREVENT DISRUPTION

6.1 The University reserves the right to control or regulate any solicitation or distribution activity if the Director of Public Safety or his/her designee determines such activity is disruptive or that it interferes with the University's operations, programs or activities. This includes the right to direct the solicitation or distribution activity to another location or terminate the activity.

6.2 Disruption includes, but is not limited to:

6.2.1 Interfering, or attempting to interfere with the University's classes, events or normal operations;

6.2.2 Interfering, or attempting to interfere with or block the ingress or egress of any building;

6.2.3 Interfering with a university event by blocking views with signage or other objects or making sufficient noise to interfere with a speaker's or group's performance from being heard or enjoyed by others;

6.2.4 Committing any act likely to create a health or safety hazard to oneself or others;

6.2.5 Engaging in an act that destroys, or could lead to destruction of, University or personal property;

6.2.6 Using amplified sound without approval as described in this procedure;

6.2.7 Blocking walkways or roadways;

6.2.8 Violating any federal, state or local law, regulation or fire code.

7.0 Any person or organization violating this procedure shall be subject, upon proper notice, to a ban from university property and/or arrest. See Policy 5.36, Banning Individuals from University Property and Procedure 5.36:1, Circumstances & Processes to Ban Individuals from University Property.

History

Effective: 03/11/11

Revised: 03/16/15

RESOLUTION F10-15
APPROVAL TO RESCIND
POLICY 2.09, ESTABLISHING A CENTER

WHEREAS, policy 5.00Rev, Policy on Policies and Procedures, addresses policy subjects appropriate for Board approval and directs the President to establish a process for the regular review of existing Board policies; and

WHEREAS, a systematic review of institutional policies has been undertaken at the direction of the President in order to remove outdated policies, and to modify and update policies; and

WHEREAS, policy 2.09, Establishing a Center, is outdated, administrative in nature, and has not been utilized;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves rescission of policy 2.09, Establishing a Center.

(March 13, 2015)

Certified as True and Correct
Henry Hacker 4-27-15
Secretary, SSC Board of Trustees

FOR RESCISSION

Shawnee State University

SUBJECT: ESTABLISHING A CENTER	POLICY NO.:	2.09
	ADMIN. CODE:	3362-2-10
	PAGE NO.:	1 OF 1
	EFFECTIVE DATE:	06/1/93
	NEXT REVOEW DATE:	09/2014
	RESPONSIBLE OFFICER(S):	PROVOST
	APPROVED BY:	BOT

1.0 INTRODUCTION

1.1 The development of a new center or institute, requires the submission of a preliminary proposal of intent to the appropriate vice president. The proposer must receive authorization from the vice president before a formal detailed proposal is developed for full consideration. Detailed proposals must receive endorsements from other existing organizational units at SSU that interact with the proposed center. The President and Board of Trustees must give approval for the establishment or discontinuance of all centers (or other organizational units).

2.0 PURPOSE

2.1 A center is an organizational unit that has some specialized function/mission and may supervise, directly or indirectly, credit and/or non-credit courses and/or degree programs. The appropriate vice president appoints center directors, who are or may be recommended by the immediate supervisor when appropriate. The center director reports directly to the appropriate vice president or dean.

2.2 Each center will have an advisory council that reports to the center's (unit's) director and dean and/or appropriate vice president/Provost. Any center established within the academic area will have a faculty advisory council which may include practicing professionals.

Shel Hae Ken 42715

RESOLUTION F11-15

APPROVAL OF POLICY 5.08REV SMOKING


WHEREAS, Shawnee State University recognizes the importance of creating and maintaining an environmental quality that sustains and enhances the general health and well-being of its students, faculty, staff, and visitors; and

WHEREAS, policy 5.08Rev, Smoking, was last reviewed and approved by the Board of Trustees on November 8, 2013 and is updated to increase the distance from building entrances in which smoking is permitted to address the needs of individuals entering the buildings; and

WHEREAS, this policy modification is supported by the University's Student Government Association (SGA) and Wellness Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves policy 5.08Rev, Smoking.

(March 13, 2015)

 4-27-15
Date

Shawnee State University

POLICY TITLE:	SMOKING
POLICY NO. :	5.08 REV
ADMIN CODE:	3362-5-09
PAGE NO.:	1 OF 3
EFFECTIVE DATE:	3/13/15
NEXT REVIEW DATE:	3/2018
RESPONSIBLE OFFICER(S):	PRESIDENT
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE

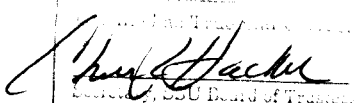
- 1.1 Shawnee State University recognizes the need to create and maintain an environmental quality that sustains and enhances the general health and well-being of its students, faculty, staff, and visitors.
- 1.2 As such, smoking of any material and the use of any tobacco product are prohibited in all University owned, leased, and managed buildings and other designated areas established by this policy.

2.0 DEFINITIONS

- 2.1 Smoking: The burning of tobacco or any other material in any type of smoking device, including, but not restricted to, cigarettes, cigars, electronic cigarettes or pipes.
- 2.2 Tobacco: All tobacco derived or containing products, including, and not limited to, cigarettes, electronic cigarettes, cigars and cigarillos, hookah smoked products, pipes, and oral tobacco (e.g., spit and spitless, smokeless, chew, snuff) and nasal tobacco. It also includes any product intended to mimic tobacco products, contain tobacco flavoring, or deliver nicotine other than for the purpose of cessation.

3.0 PROHIBITION

- 3.1 Smoking and the use of any tobacco product, including chewing tobacco, are prohibited in or at the following locations:
 - 3.1.1 Any building and designated outdoor non-smoking area that is owned, leased, or managed by the University.


Secretary, SSU Board of Trustees 4-27-15
Date

3.1.2 Within 50 feet of any entrance or other outside access to a building so as to insure that tobacco smoke does not enter the area through entrances, windows, ventilation systems or any other means.

3.1.3 Any vehicle owned or leased by the University.

3.2 Sale of tobacco is prohibited on University owned, managed, or leased property.

3.3 Disposal of cigarettes and other smoking products in any place on University owned, managed or leased property, other than a smoking receptacle.

4.0 DESIGNATED OUTDOOR NON-SMOKING AREAS

4.1 The following outdoor areas will be designated as non-smoking areas:

4.1.1 Outdoor athletic facilities

4.1.2 Outdoor areas utilized by the University and/or the Shawnee State University Development Foundation for scheduled events, including commencement.

4.2 The President may approve the establishment of other designated non-smoking outdoor areas, as well as designated outdoor areas for smoking.

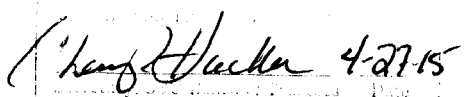
5.0 SIGNAGE AND SMOKING RECEPTACLES

5.1 "No Smoking" signs or the international "No Smoking" symbol will be conspicuously posted at all University building entrances and inside all University vehicles. All such signs will include the State of Ohio's contact information for reporting violations.

5.2 Locations of smoking receptacles will be placed at least 50 feet away from any building entrance that are not along any primary walkway. Any person who moves a smoking receptacle without appropriate authority will be in violation of this policy and subject to discipline.

6.0 COMPLIANCE AND ENFORCEMENT

6.1 The President will designate the University department(s) responsible for ensuring compliance.


Cheryl Hecker 4-27-15

- 6.2 The University will provide smoking cessation information for employees and students who wish to quit smoking.
- 6.3 The University will identify contact information to enable employees, students and visitors to report any violation of this policy.
- 6.4 Any violation of this policy will be addressed through the standard disciplinary process appropriate to the individual's relationship to the University. Visitors who violate this policy may be denied future access to the University campus.

History

Effective: 06/09/06

Revised: 03/13/15; 11/08/13

Chris Hacker 4-27-15



2015-16 Academic Year
Fines and Cost Recovery Charges¹
effective Summer semester 2015

	AY 2014-15	AY 2015-16
Cost Recovery Charges		
Equipment:		
Calculator rental	\$100.00 (includes \$60.00 deposit)	\$100.00 (includes \$60.00 deposit)
Ipad damaged, lost, or stolen	-	\$1,000.00
Ipad missing pieces	-	\$200.00
Laptop replacement charge	variable, depending on laptop replacement cost	\$1,200.00
Library:		
Copies - black & white	\$0.10	\$0.10
Copies - color	\$0.25	\$0.25
Transparencies	\$0.35	\$0.35
Lost/damaged item	\$60.00	\$60.00
OhioLINK item replacement charge	\$125.00	\$125.00
OhioLINK overdue or billed item	.50/day, max \$50.00 per item	.50/day, max \$50.00 per item
Visiting borrower card	\$25.00	\$25.00
Student Business Center:		
Postage charge for rush transcript	current USPS rate for priority mail express	current USPS rate for priority mail express
University College:		
Lost/damaged item	cost of item	cost of item
Disciplinary Charges & Fines		
	AY 2014-15	AY 2015-16
Defacing University property	\$50.00 - \$400.00 plus costs	\$50.00 - \$400.00 plus costs
Discharging fire extinguisher	\$750.00 plus costs	\$750.00 plus costs
E-Chug	\$100.00	\$100.00
E-Toke	\$100.00	\$100.00
Misuse of campus computer network	\$100.00	\$100.00
Misuse of phone system	\$100.00	\$100.00
Moving or tampering with fire or safety equipment	\$750.00	\$750.00
My Student Body	\$100.00	eliminate
Skateboarding or in-line skating	up to \$20.00 plus restitution	up to \$20.00 plus restitution
Violation of alcohol policy - second violation	\$150.00	\$150.00
Violation of alcohol policy - third violation	\$250.00	\$250.00
Housing Charges & Fines:		
Damages	variable, depending on type of damage	variable, depending on type of damage
Failure to dispose of trash	\$25.00 - \$100.00	\$25.00 - \$100.00
Housing during University breaks	\$25.00/day	\$25.00/day
Improper checkout	\$25.00	\$25.00
Key replacement - hard key	\$90.00	\$90.00
Key replacement - swipe card	\$12.00	\$12.00
Lock core replacement	\$90.00	\$90.00
Lockout charge	\$10.00	\$10.00
Pets in living units	\$35.00/day plus costs	\$35.00/day plus costs
Smoking in residence hall - first violation	-	\$250.00
Smoking in residence hall - second and subsequent violations	-	\$500.00
Violation of noise policy	\$25.00	\$25.00
Violation of visitation policy	\$25.00	\$25.00
Parking Fines:		
Bicycles in buildings	\$20.00	\$20.00
Driving or parking on grass	\$20.00 plus restitution of damages	\$20.00 plus restitution of damages
Immobilization	\$50.00 plus outstanding parking fines	\$50.00 plus outstanding parking fines
Improper use of permit	\$40.00	\$40.00
Parking along curb	\$20.00 plus towing & storage charge	\$20.00 plus towing & storage charge
Parking hang tag not displayed	\$20.00	\$20.00
Parking in fire lane	\$20.00	\$20.00
Parking in handicapped zone	\$50.00	\$250.00
Parking in prohibited lot	\$20.00	\$20.00
Parking outside permitted areas	\$20.00 plus surface repair cost	\$20.00 plus surface repair cost
Parking reinstatement charge	\$20.00	\$20.00
Parking with disregard for painted lines	\$20.00	\$20.00
Parking within 10 feet of fire hydrant	\$20.00	\$20.00
Parking within 20 feet of crosswalk	\$20.00	\$20.00
Parking within 30 feet of stop sign	\$20.00	\$20.00
Parking/stopping in other prohibited zone (posted)	\$20.00 plus towing & storage charge	\$20.00 plus towing & storage charge
Vehicle not registered	\$20.00	\$20.00
Payment Return Charges:		
Automated Clearinghouse (ACH) Return Charge	\$50.00	\$50.00
Bad Check Charge	\$50.00	\$50.00
Replacement Charges:		
Bear Card	\$10.00	\$10.00
Parking Tag	\$25.00	\$25.00
Student Refund Card	\$10.00	\$10.00

¹ Fines and charges listed on this schedule may include an administrative surcharge.

SHAWNEE STATE UNIVERSITY SENATE BILL 6 RATIOS FOR FY 2014

VIABILITY RATIO

$$\frac{\text{Expendable Net Assets}}{\text{Plant Debt}} = \frac{\$19,153,699}{\$16,120,070} = 1.188$$

PRIMARY RESERVE RATIO

$$\frac{\text{Expendable Net Assets}}{\text{Operating Expenses}} = \frac{\$19,153,699}{\$62,319,341} = 0.307$$

NET INCOME RATIO

$$\frac{\text{Change In Total Net Assets}}{\text{Total Revenues}} = \frac{\$2,705,706}{\$65,026,938} = 0.042$$

COMPOSITE SCORE

	<u>SSU</u>	<u>MAXIMUM POSSIBLE</u>
Viability Ratio Score (x) 30% 1.188 = 4	4 (x) 30% = 1.2	1.5
Primary Reserve Ratio Score (x) 50% .307 = "4"	4 (x) 50% = 2.0	2.5
Net Income Ratio Score (x) 20% .042 = "4"	4 (x) 20% = 0.8	1.0
	<u>4.0</u>	<u>5.0</u>



INVESTMENT PORTFOLIO PERFORMANCE

INVESTMENT COMPANY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL YTD GAIN/(LOSS)
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 31,910.00	\$ (32,434.87)	\$ 41,414.28	\$ 44,067.90	\$ (5,258.90)	\$ (5,007.21)	\$ 16,097.97	\$ 30,575.86	\$ (1,267.07)	\$ 10,304.63	\$ 49,871.60	\$ 21,947.55	\$ 201,621.74
U.S. BANK EQUITY MUTUAL FUNDS	\$ 243,230.33	\$ (134,360.28)	\$ 234,760.98	\$ 217,981.39	\$ 122,358.88	\$ 127,171.87	\$ (241,808.54)	\$ 272,132.22	\$ 40,337.61	\$ 44,228.22	\$ 136,867.72	\$ 114,641.65	\$ 1,177,542.05
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 32,404.69	\$ (25,307.22)	\$ 21,735.57	\$ 36,845.07	\$ 22,427.20	\$ 19,247.22	\$ (19,566.70)	\$ 37,895.43	\$ 16,828.78	\$ 11,348.87	\$ 25,090.16	\$ 19,335.89	\$ 198,294.96
AGINCOURT CAPITAL	\$ 13,003.09	\$ (16,865.75)	\$ 23,621.16	\$ 28,695.54	\$ (6,411.82)	\$ (19,078.82)	\$ (46,364.18)	\$ 16,279.51	\$ (7,683.67)	\$ 27,186.40	\$ 33,687.09	\$ (306.05)	\$ 138,490.86
TAMRO CAPITAL PARTNERS	\$ 43,771.31	\$ (14,313.20)	\$ 50,070.05	\$ 21,980.20	\$ 22,948.02	\$ 2,442.37	\$ (40,288.37)	\$ 51,229.61	\$ (11,716.38)	\$ (67,662.62)	\$ 9,373.53	\$ 51,968.74	\$ 119,802.26
MANNING & NAPIER	\$ 44,135.95	\$ (16,888.09)	\$ 44,174.18	\$ 31,909.58	\$ 6,089.83	\$ 17,509.36	\$ (10,332.15)	\$ 53,357.70	\$ 4,889.80	\$ 17,182.20	\$ 26,140.05	\$ 27,974.30	\$ 246,142.71
CURRENT MTD TOTAL GAIN/(LOSS)	\$ 408,455.37	\$ (240,169.41)	\$ 415,776.22	\$ 381,479.68	\$ 162,163.21	\$ 142,284.79	\$ (249,534.61)	\$ 461,470.33	\$ 41,389.07	\$ 42,587.70	\$ 281,030.15	\$ 234,962.08	\$ 2,081,884.58
INVESTMENT FUND BALANCES:													
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 2,858,482.55	\$ 2,826,417.68	\$ 2,867,831.96	\$ 2,911,899.86	\$ 2,906,640.96	\$ 2,901,633.75	\$ 2,917,731.72	\$ 2,948,307.58	\$ 2,947,040.51	\$ 2,957,345.14	\$ 3,007,216.74	\$ 3,028,564.29	
U.S. BANK EQUITY MUTUAL FUNDS	\$ 5,270,611.63	\$ 5,136,251.33	\$ 5,371,012.33	\$ 5,588,993.72	\$ 5,711,352.60	\$ 5,838,524.47	\$ 5,996,715.93	\$ 6,088,848.15	\$ 5,909,185.76	\$ 5,953,413.98	\$ 6,090,281.70	\$ 6,204,923.35	
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,459,181.70	\$ 1,433,874.48	\$ 1,456,610.05	\$ 1,492,455.12	\$ 1,514,892.32	\$ 1,534,139.54	\$ 1,514,572.84	\$ 1,552,468.27	\$ 1,569,297.05	\$ 1,580,645.92	\$ 1,605,736.08	\$ 1,625,071.97	
AGINCOURT CAPITAL	\$ 2,803,152.60	\$ 2,786,286.85	\$ 2,809,008.01	\$ 2,838,603.55	\$ 2,832,191.73	\$ 2,813,112.91	\$ 2,859,477.09	\$ 2,875,259.33	\$ 2,868,072.93	\$ 2,895,259.33	\$ 2,928,946.42	\$ 2,928,640.37	
TAMRO CAPITAL PARTNERS	\$ 954,785.13	\$ 940,471.93	\$ 990,541.98	\$ 1,012,522.18	\$ 1,035,470.20	\$ 1,037,912.57	\$ 997,623.20	\$ 1,048,852.81	\$ 1,037,136.43	\$ 969,473.81	\$ 978,847.34	\$ 1,030,816.08	
MANNING & NAPIER	\$ 1,525,520.59	\$ 1,502,624.59	\$ 1,552,806.68	\$ 1,584,716.28	\$ 1,590,806.09	\$ 1,608,315.45	\$ 1,597,985.30	\$ 1,651,941.00	\$ 1,656,230.80	\$ 1,673,413.00	\$ 1,699,553.05	\$ 1,727,523.35	
TOTAL	\$ 14,872,104.20	\$ 14,631,934.79	\$ 15,047,711.01	\$ 15,429,190.69	\$ 15,591,553.90	\$ 15,733,638.69	\$ 15,849,104.08	\$ 15,945,574.41	\$ 15,986,963.48	\$ 16,029,551.18	\$ 16,310,581.33	\$ 16,545,543.41	

INVESTMENT COMPANY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL YTD GAIN/(LOSS)
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ (22,964.54)	\$ 13,873.79	\$ (40,794.95)	\$ 22,018.55	\$ (8,558.61)	\$ (73,916.09)	\$ 24,704.49	\$ 21,446.39	\$ (1,267.07)	\$ 10,304.63	\$ 49,871.60	\$ 21,947.55	\$ 201,621.74
U.S. BANK EQUITY MUTUAL FUNDS	\$ (100,679.37)	\$ 188,247.24	\$ (147,747.04)	\$ 105,050.06	\$ 132,007.32	\$ (112,648.17)	\$ (131,068.64)	\$ 332,317.50	\$ 40,337.61	\$ 44,228.22	\$ 136,867.72	\$ 114,641.65	\$ 1,177,542.05
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ (12,651.87)	\$ 26,218.20	\$ (22,954.25)	\$ 19,313.78	\$ 24,472.72	\$ (10,677.40)	\$ (22,908.17)	\$ 50,545.77	\$ 16,828.78	\$ 11,348.87	\$ 25,090.16	\$ 19,335.89	\$ 198,294.96
AGINCOURT CAPITAL	\$ (7,478.21)	\$ 34,138.73	\$ (24,940.36)	\$ 22,446.76	\$ 21,899.08	\$ (2,560.38)	\$ 76,608.78	\$ (33,603.69)	\$ (7,683.67)	\$ 27,186.40	\$ 33,687.09	\$ (306.05)	\$ 138,490.86
TAMRO CAPITAL PARTNERS	\$ (71,975.70)	\$ 42,445.82	\$ (49,588.72)	\$ 71,388.85	\$ 7,434.27	\$ 14,975.11	\$ (40,699.29)	\$ 65,361.87	\$ (11,716.38)	\$ (67,662.62)	\$ 9,373.53	\$ 51,968.74	\$ 119,802.26
MANNING & NAPIER	\$ (24,704.72)	\$ 34,027.80	\$ (56,823.97)	\$ 3,029.81	\$ 22,812.42	\$ (20,199.70)	\$ (16,825.64)	\$ 66,126.25	\$ 4,889.80	\$ 17,182.20	\$ 26,140.05	\$ 27,974.30	\$ 246,142.71
CURRENT MTD TOTAL GAIN/(LOSS)	\$ (240,454.41)	\$ 338,951.58	\$ (342,849.29)	\$ 243,247.81	\$ 200,070.20	\$ (205,026.63)	\$ (110,188.47)	\$ 502,194.09	\$ 41,389.07	\$ 42,587.70	\$ 281,030.15	\$ 234,962.08	\$ 2,081,884.58
INVESTMENT FUND BALANCES:													
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 3,005,599.75	\$ 3,019,473.54	\$ 2,978,678.59	\$ 3,000,697.14	\$ 2,993,138.53	\$ 2,918,222.44	\$ 2,942,936.93	\$ 2,964,373.32	\$ 2,947,040.51	\$ 2,957,345.14	\$ 3,007,216.74	\$ 3,028,564.29	
U.S. BANK EQUITY MUTUAL FUNDS	\$ 6,104,243.98	\$ 6,292,491.22	\$ 6,144,744.18	\$ 6,249,794.24	\$ 6,381,801.56	\$ 6,269,153.39	\$ 6,136,084.75	\$ 6,470,402.25	\$ 5,909,185.76	\$ 5,953,413.98	\$ 6,090,281.70	\$ 6,204,923.35	
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,612,420.10	\$ 1,638,638.30	\$ 1,615,684.05	\$ 1,634,997.83	\$ 1,659,470.56	\$ 1,648,793.15	\$ 1,625,884.98	\$ 1,676,430.75	\$ 1,569,297.05	\$ 1,580,645.92	\$ 1,605,736.08	\$ 1,625,071.97	
AGINCOURT CAPITAL	\$ 2,921,162.16	\$ 2,955,306.89	\$ 2,930,360.53	\$ 2,952,807.29	\$ 2,974,706.37	\$ 2,972,145.99	\$ 3,048,754.77	\$ 3,015,151.08	\$ 2,868,072.93	\$ 2,895,259.33	\$ 2,928,946.42	\$ 2,928,640.37	
TAMRO CAPITAL PARTNERS	\$ 958,840.38	\$ 1,001,286.20	\$ 951,697.48	\$ 1,023,086.33	\$ 1,030,520.60	\$ 1,004,796.42	\$ 1,070,158.29	\$ 1,070,158.29	\$ 1,037,136.43	\$ 969,473.81	\$ 978,847.34	\$ 1,030,816.08	
MANNING & NAPIER	\$ 1,702,872.63	\$ 1,736,850.43	\$ 1,680,026.46	\$ 1,683,056.27	\$ 1,705,871.69	\$ 1,685,671.99	\$ 1,668,846.35	\$ 1,734,972.60	\$ 4,889.80	\$ 17,182.20	\$ 26,140.05	\$ 27,974.30	\$ 246,142.71
TOTAL	\$ 16,305,089.00	\$ 16,644,040.58	\$ 16,301,191.29	\$ 16,544,439.10	\$ 16,744,509.30	\$ 16,539,482.67	\$ 16,429,294.20	\$ 17,349,443.21	\$ 15,986,963.48	\$ 16,029,551.18	\$ 16,310,581.33	\$ 16,545,543.41	

Status of Construction/Renovation Projects through February 28, 2015

Project	Status	Projected Budget	Funding Source
VRCA Roof Project	<ul style="list-style-type: none"> • Replace roof on the academic wing of the fine arts building. • New roof will replace original system with a single membrane EPDM system that includes a 20 year warranty. • Drawing complete; bidding by mid-March. 	\$200,000	State Capital/Local
Townhouse Renovation Project (Summer, 2015)	<ul style="list-style-type: none"> • Complete renovation of 4 Townhouse apartments (1 quad). • Design complete; drawing submitted for State approval. 	\$286,830	Local
Administration Building LAN Room HVAC Upgrade	<ul style="list-style-type: none"> • Purchase and install a 7.5 ton rooftop HVAC unit. • System to provide an economizer function to utilize outdoor air resulting in the savings of significant dollars in the utility budget. • Necessary to support additional servers required for the voice over IP (VOIP) conversion. 	\$26,140	State Capital

RESOLUTION E02-15

APPOINTMENT OF SHAWNEE STATE UNIVERSITY'S SIXTH PRESIDENT

WHEREAS, the Board of Trustees announced in May, 2014 that Dr. Rita Rice Morris will retire from the presidency of Shawnee State University in June, 2015; and

WHEREAS, pursuant to the Ohio Revised Code, the Board of Trustees is responsible to appoint and employ the University President; and

WHEREAS, the Chair of the Board of Trustees appointed a Presidential Search Committee comprised of trustees, and also appointed a Presidential Advisory Committee comprised of representatives of internal and external constituencies to advise the Search Committee; and

WHEREAS, an external search firm was retained to provide expertise, guidance and support in the identification and recruitment of highly qualified candidates for the Presidency; and

WHEREAS, three highly qualified candidates visited the University for interviews and meetings with multiple constituencies and that these candidate visits have concluded; and

WHEREAS, the Board finds that Dr. Rick Kurtz possesses the academic credentials, the administrative and leadership experience, and the qualities and characteristics needed to advance Shawnee State University's mission, its commitment to students, and its role in the community, region and state.

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby appoints Dr. Rick Kurtz as the sixth President of Shawnee State University with key terms of employment that are identified in the attached Term Sheet; and

BE IT FURTHER RESOLVED, that the attached Term Sheet and all other essential terms of employment shall be more fully set forth in a negotiated Presidential Employment Agreement, subject to the Board of Trustees formal approval.

(February 24, 2015)

Resoluted as True and Correct
Gregg H. Harker 4-27-15

SHAWNEE STATE UNIVERSITY

PRESIDENTIAL EMPLOYMENT AGREEMENT

This Presidential Employment Agreement ("Agreement") is made by and between The Board of Trustees of Shawnee State University (the "Board") and Dr. Rick S. Kurtz (the "President" or "Dr. Kurtz") and is effective July 1, 2015.

RECITALS

WHEREAS, the Board wishes to employ Dr. Kurtz as President of Shawnee State University ("University") and Dr. Kurtz wishes to serve as President and be its employee, subject to the terms of this Agreement and applicable law; and

WHEREAS, both the Board and Dr. Kurtz desire to set forth their respective rights and obligations in this Agreement;

WHEREAS, this Agreement has been duly approved and its execution has been duly authorized or ratified by the Board at the regular meeting of the Board of Trustees held on March 13, 2015.

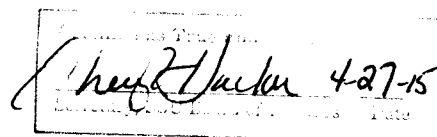
NOW, THEREFORE, in consideration of the promises, and the mutual covenants and conditions herein contained, the adequacy and sufficiency of which are hereby acknowledged, the Board and the President agree as follows:

1.0 Appointment as President.

1.1 The Board hereby appoints and employs Dr. Kurtz to be the President of the University and to serve as the chief executive officer of the University under the bylaws, policies and supervision of its Board and its primary officers (Chairperson and Vice-Chairperson). The President hereby accepts and agrees to such appointment and employment.

1.2 The President shall perform all duties required by law and this Agreement, and in accord with Board directives, bylaws and policies, as adopted or amended. The President shall also perform those duties as are customarily

Initials/Date:

A rectangular stamp containing a handwritten signature that reads "Rick S. Kurtz" and the date "4-27-15".

performed by a University president including, but not limited to, the following:

- 1.2.1 Providing institutional leadership;
- 1.2.2 Administering and developing board policies and procedures that advance the University's goals and mission;
- 1.2.3 Providing executive leadership and guidance for the academic affairs of the University;
- 1.2.4 Providing executive leadership in long-range strategic planning; budget formulation; and supervision of the University's buildings and grounds;
- 1.2.5 Engaging in public, governmental and alumni relations;
- 1.2.6 Fund-raising and development;
- 1.2.7 Recruiting, retaining and graduating students;
- 1.2.8 Recruiting and retaining the most qualified faculty and staff;
- 1.2.9 Performing such other responsibilities commensurate with the position as President that may from time to time be assigned by the Board.

2.0 Best Efforts as President.

- 2.1 The President agrees to faithfully, industriously and with maximum use of his experience, ability and talent, devote full-time attention and energies to the duties as President of the University.
- 2.2 Such duties shall be principally rendered at the campus of the University in Portsmouth, Ohio, and at such other place as the Board or the President deem appropriate for the interest, needs, business or opportunity of the University.
- 2.3 The President shall not, without prior written permission from the Board Chairperson, render services of any professional nature to, or for any person or firm, for remuneration other than to the University. Nor may the President engage in any activity that may be competitive with or adverse to the best interest of the University or otherwise engage in any activity or conduct in violation of Ohio's ethics laws applicable to public officers and public employees. The expenditure of reasonable amounts of time for

Initials/Date:

Sherry Hacker 4-27-15
Secretary, SSC Board of Trustees Date

charitable activities shall not be deemed a breach of this Agreement, provided that such activities do not interfere with the duties of President.

3.0 Term of Appointment; Extension.

3.1 This appointment as President shall be for a term of three (3) years, commencing on July 1, 2015 and terminating on June 30, 2018, subject to earlier termination, as provided in this Agreement. The parties acknowledge and agree that this Agreement shall end by its terms on June 30, 2018 unless terminated sooner as provided for in this Agreement or unless extended by mutual written agreement of the parties.

4.0 Compensation.

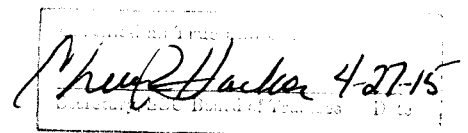
4.1 For all services rendered by the President under the provisions of this Agreement, the University shall pay the President an annual base salary of Two Hundred Sixty Thousand Dollars (\$260,000) ("Base Compensation"), payable in twenty-six (26) equal payments through the fiscal year (July 1 - June 30). Such base salary shall be subject to all applicable deductions and tax withholdings. Deductions for the employee portion of the cost of the University-provided retirement, health, life insurance or similar employee benefit costs for University administrators shall be deducted from the President's base salary amount, and shall be subject to the plan cost adjustments applicable to all University administrators.

4.2 The President's base salary shall be annually reviewed in conjunction with the Board's annual performance review of the President in accordance with Board policy. A merit increase of the President's salary may be considered at such performance review.

5.0 Physical Examination, Insurance, Retirement and Benefits.

5.1 As a condition of employment as President, and within ninety (90) days of the Effective Date of employment, the President shall have a comprehensive physical examination by a licensed physician, mutually agreed upon by the parties. The University will assume the cost of the

Initials/Date:


Cheryl Hacker 4-27-15
Secretary, Board of Trustees

examination and all tests and procedures related to the examination. A certification of his fitness for duty shall be submitted to the Chairperson of the Board of Trustees. The President shall undergo a similar examination annually, with all costs to be borne by the University and a physician's certification of fitness for duty submitted to the Chairperson of the Board of Trustees.

- 5.2 The University shall provide the President with group medical, prescription, dental, vision, and basic life insurance, in accordance with the University's employer provided plan applicable to full-time University administrative employees. The President may elect to participate in voluntary benefit plans on the same basis and on the same terms as are generally available to full time University administrative employees.
- 5.3 The President shall be entitled to participate in the Ohio State Teachers Retirement System ("STRS") pension plan or the Alternative Retirement Plan ("ARP") as the President may elect and for which the President is eligible under the terms of STRS or ARP, on the same basis and on the same terms as are generally available to University academic administrative employees.

6.0 Vacations.

- 6.1 The President shall be entitled to twenty-two (22) vacation days per fiscal year. Accumulation and payment for unused vacation days shall be governed by the same policies and procedures as are applicable to other full-time University administrative employees. Attendance at business and professional meetings and conferences shall not be construed as vacation time.
- 6.2 The President shall report use of vacation leave to the University's Human Resources Director and is subject to review by the Chairperson of the Board.
- 6.3 While vacation time is encouraged, the President shall not take vacation that interferes with properly discharging the duties of President under the terms of this Agreement.

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Initials/Date:

Chief Hacker 4-27-15
Secretary, OSU Board of Trustees Date

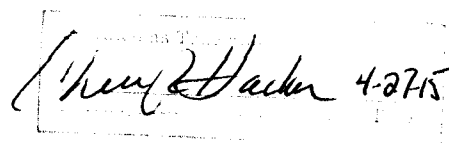
7.0 Sick Leave.

- 7.1 The President will receive 120 hours of sick leave credit upon his date of appointment as President. After the first year of employment and thereafter sick leave will accrue at a pro-rated amount each pay period for a maximum of 120 hours per year. Payment for unused sick days shall be governed by the same policies and procedures as are applicable to other full time University administrative employees.
- 7.2 The President shall report use of sick leave to the University's Human Resources Director, and is subject to review by the Chairperson of the Board.

8.0 Housing and Relocation.

- 8.1 As a condition of the President's employment, the President shall be provided with and be expected to reside in the University's Presidential Residence. The University will maintain the facility at University expense, including but not limited to providing for normal repairs, maintenance and necessary replacements; housekeeping, landscaping, grounds maintenance and snow removal; and payment of utilities. The University shall also pay the real estate taxes, insurance and utilities for such housing.
- 8.2 No changes, alterations, or modifications to the Presidential Residence, including interior appointments and furnishings, may be made or incurred without the prior written approval of the Board Chairperson.
- 8.3 The parties acknowledge and agree that to perform various duties and responsibilities as President of the University, the President shall, on a regular and on-going basis, host or hold meetings, receptions, fund-raising events or otherwise host a variety of events for business and social purposes befitting the interests of the University and the Shawnee State University Development Foundation ("Foundation") . In such instances, cooking, catering and housekeeping services shall be provided by and paid for by the University or the Foundation, as appropriate, at the President's

Initials/Date:

 Steve Hacker 4-27-15

request, and shall be subject to review by the Board Chairperson. The President will be responsible to ensure that University events at the Residence are properly documented. Use of the Presidential Residence is subject to Board review, in accordance with applicable state and federal laws and in consideration of personal income tax consequences.

8.4 The University shall pay or reimburse the President for reasonable moving and relocation expenses of the President into and then out of the President's Residence.

8.5 The President agrees to vacate the President's Residence within fourteen (14) days of the completion of this Agreement or another mutually agreed upon date with the Board Chairperson.

9.0 Automobile.

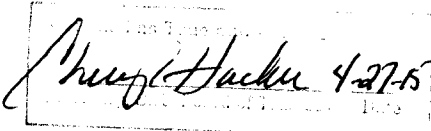
9.1 The University shall provide the President an automobile for the President's business and personal use. Such automobile shall be purchased from an Ohio dealership located within fifty miles of the University. The President's spouse may also drive or otherwise use the automobile. All expenses related to the operation of the vehicle, including insurance coverage for both the President and the President's spouse, will be the responsibility of the University. All mileage for personal use shall be logged for income tax purposes and reported monthly to the Director of Human Resources. The University shall, in accordance with applicable Internal Revenue Code provisions, include in the President's compensation for income tax purposes only the value attributable to the President's non-business use of the automobile.

10.0 Professional Dues and Meetings.

10.1 The University will provide and pay for the President's professional dues for appropriate national professional organizations and such other professional associations that would further the interests of the University. The University shall also pay for the reasonable expenses incurred by the President to attend or participate in educational conferences, conventions, courses, seminars and other similar professional growth activities.

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Cheryl Hacker 4-27-15

10.2 The University shall pay the President's and spouse's reasonable travel expenses, accommodations, and other necessary and proper expenses when the presence of the President's spouse is reasonably appropriate or necessary to further the interests of the University. This provision shall be liberally construed to encourage the participation of the President's spouse.

11.0 Membership in Service Organizations.

11.1 The President will be provided with membership in at least one service organization, such as Rotary, that would further the interests of the University. The President will also have access to a club membership, located in Columbus, that would further the University's interest, which would either be in the name of the University's foundation or the University. The President will be responsible for any expenses not related to University business.

12.0 Faculty Appointment.

12.1 The President shall hold the rank of Professor of Social Sciences.

13.0 Working Facilities and Resources.

13.1 The President shall be furnished with a private office, secretarial assistance, an entertainment budget and other resources that are necessary and reasonable for the operation of the President's Office, the University's Presidential Residence, and the University's development objectives. Resources shall include a mobile phone and other appropriate technology equipment and assistance to fulfill the duties as President. Such furnishings and equipment shall remain the property of the University.

14.0 Termination and Liquidated Damages.

14.1 Termination by the Board for Cause. The Board may terminate the President's employment and this Agreement at any time for "Cause" without further liability under this Agreement, except for any earned but

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Initials/Date:

Shaun Walker 4-27-15

unpaid wages or vested benefits. In the event of termination for Cause, the President and his family shall vacate the housing provided in Section 8 of this Agreement no longer than thirty (30) days following the effective date of the President's termination (Board action date to terminate.) "Cause" shall mean any of the following:

- 14.1.1 Any conduct of the President that constitutes moral turpitude, or that would tend to bring public disrespect, contempt, or ridicule upon the University;
- 14.1.2 A material violation by the President of any law, policy, procedure, rule or by-law of the University, or local, state or federal law, which, in the reasonable judgment of the Board, reflects adversely upon the University;
- 14.1.3 The President's prolonged absence from work without the Board's consent, except such absence is attributable to illness or disability;
- 14.1.4 Misappropriation of University funds or University Development Foundation funds;
- 14.1.5 A conviction or guilty or no contest plea to a felony; and
- 14.1.6 Any other material violation or neglect by the President of the duties, terms and conditions set forth in this Agreement, or refusal to perform such duties in good faith and to the best of the President's abilities, any of which are not remedied after thirty (30) days written notice to the President.

14.2 Termination by the Board without Cause. The parties agree that the Board, by formal vote, may terminate this Agreement prior to its normal expiration, without cause, as follows:

- 14.2.1 Regardless of any other provision of this Agreement, this Agreement shall terminate automatically, without further liability of the Board except for applicable medical, insurance and vested benefits provided in this Agreement, if the President dies.
- 14.2.2 Notwithstanding any reasonable accommodation that the Board may provide the President, if as a result of the President's disability or incapacitation, the Board reasonably deems the

President incapable of performing the essential functions of his employment as President, the Board reserves the right to terminate this Agreement.

14.2.3 If the President dies or becomes incapable of carrying out the duties of office due to permanent disability and is terminated, the Board shall be liable to the President or the President's personal representative for any accrued but unpaid compensation together with any other compensation and benefits that would be due and payable to the President by reason of death or disability during University employment.

14.2.4 In the event of termination without cause, the President and his family shall vacate the housing described in Section 8 of this Agreement no later than thirty (30) days following the effective date of the President's termination (action date of the Board to terminate.)

14.3 Liquidated Damages.

14.3.1 If the Board terminates this Agreement without cause under Section 14.2.4 of this Agreement, the President's employment obligations shall cease and the Board shall pay the President, as liquidated damages, as follows: base salary as President as in effect at the time of termination for the lesser of (a) six (6) months following the termination date, or (b) the remaining term of this Agreement. The President shall be entitled to continue to participate in the University's health insurance plan under the Consolidated Omnibus Reconciliation Act (COBRA) at 102% of the full cost of the University's health plan at the President's expense. The President will not be entitled to any other benefits except as otherwise provided or required by applicable law.

14.3.2 In no case shall the University be liable for the loss of any collateral business opportunities or any other benefits, perquisites, or income from any sources that may ensue as a result of the Board's termination of this Agreement without

Initials/Date:

Shawn Hacker 4-27-15

cause. The parties have bargained for and agreed to the foregoing liquidated damages provision, giving consideration to the fact that termination of this Agreement by the Board without cause prior to the natural end Term date may cause loss to the President, which damages are extremely difficult to determine with certainty. The parties further agree that the payment of such liquidated damages by the Board and acceptance thereof by the President shall constitute adequate and reasonable compensation to the President for the damages and injury suffered.

14.4 Termination by President. The President may terminate this Agreement and his employment as President at any time by the President delivering to the Board One Hundred Twenty (120) days advance written notice of such termination. Upon termination by the President of this Agreement, any further obligations of the Board to the President under this Agreement shall cease and in no event shall the University be liable for the loss of any benefits, perquisites, or income from any other sources as a result of such termination.

15.0 Tax Liability and Advice.

15.1 The President shall be responsible for any federal, state or local income tax liability incurred as a result of payments made as compensation or benefits provided to the President pursuant to this Agreement.

15.2 The President acknowledges and agrees that it is the President's responsibility to seek advice from the President's personal tax, legal and financial advisors with respect to each and every term of the Agreement. Neither the University, nor any trustee, employee nor agent of the University makes any guarantee of any tax consequences with respect to any provision of this Agreement.

16.0 Entire Agreement; Modification.

16.1 The parties acknowledge and agree that this document contains the entire Agreement of the President and the Board.

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Initials/Date:

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16.2 This Agreement may be changed or modified by the parties only in writing signed by the President and the Chairperson of the Board with formal Board approval.

17.0 Severability.

17.1 The provisions of this Agreement are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.

18.0 Governing Law and Forum.

18.1 This Agreement shall be interpreted and construed in accordance with the laws of the State of Ohio. Claims arising under this Agreement or relating to the employment relationship between the parties shall be filed in the Ohio Court of Claims. If the Ohio Court of claims does not have jurisdiction over the subject matter of the dispute, venue shall lie in the appropriate state common pleas or federal district court that covers or includes Scioto County, Ohio.

19.0 Waiver.

19.1 No delay or failure to enforce any provision of this Agreement shall constitute a waiver or limitation of rights enforceable under this Agreement.

20.0 Adequacy of Funds and O.R.C. 3345.77 Requirement.

20.1 Payment of salary and other compensation under this Contract is subject to the appropriation of funds by the Ohio General Assembly. However, it is the understanding of the parties that funding for the University includes other sources other than appropriations by the State of Ohio. It is not the intention of the Board to use any reduction in appropriations as a reason to reduce the salary of the President if other funds are available for such

purpose. The parties further understand that this Contract is subject to Ohio Revised Code Section 3345.77.

IN WITNESS WHEREOF, this Agreement is executed to be effective as of the date first set forth above.

SHAWNEE STATE UNIVERSITY

Melissa Higgs-Horwell
Chairperson, Board of Trustees

Date: _____

Dr. Rick S. Kurtz
President

Date: _____

This Agreement has been reviewed and approved for legal form and sufficiency.

Cheryl R. Hacker
General Counsel

Date: _____

Page 12 of 12

Initials/Date:

Cheryl Hacker 4-27-15

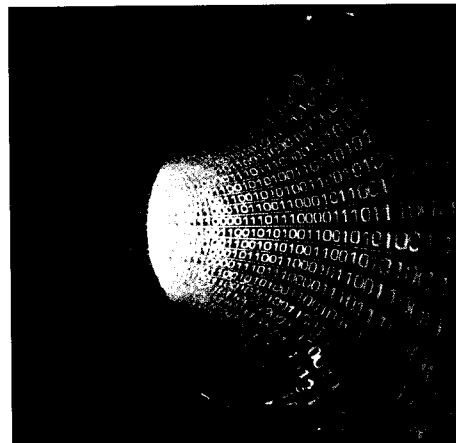
Enhancing Our Data Capabilities to Support Strategic Planning

Presidents Report
Meeting of the Shawnee State
University Board of Trustees
March 13, 2015



Tools to Support Strategic Planning

1. Understanding how SSU compares to peers and all higher education
2. How SSU relates to the State's SSI "Risk Factors"
3. Demand analysis to support strategic goals



What do we
want/need
from data?

Internal
External

Reliable

Uniform

Primary
Source

Free

Groups

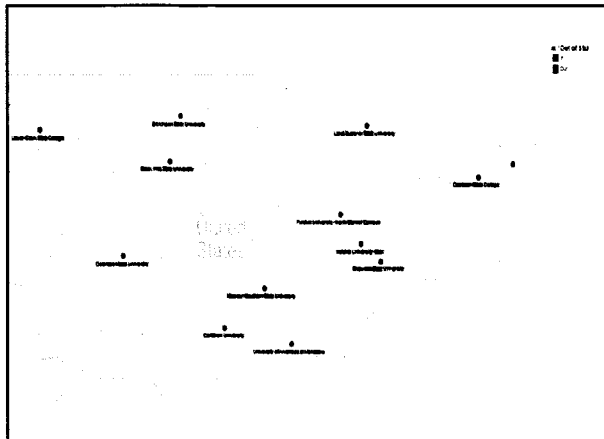
1. Shawnee State University
2. Shawnee State University Peers
3. Average

Set Based Analysis

Why is this useful for strategic planning?

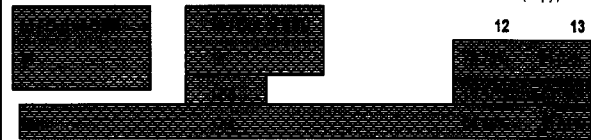
The ability to capture any group within a dataset and compare them to other groups.

- Accounts for time
- Changes
- Data Splicing
- In/Out Groups

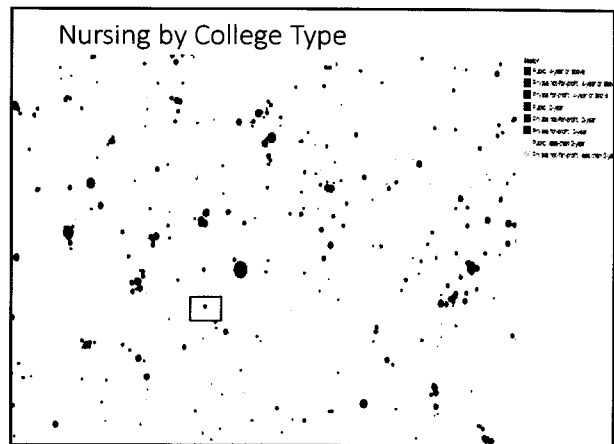
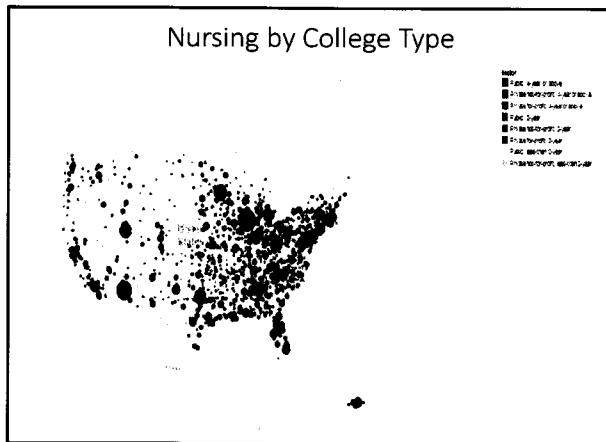
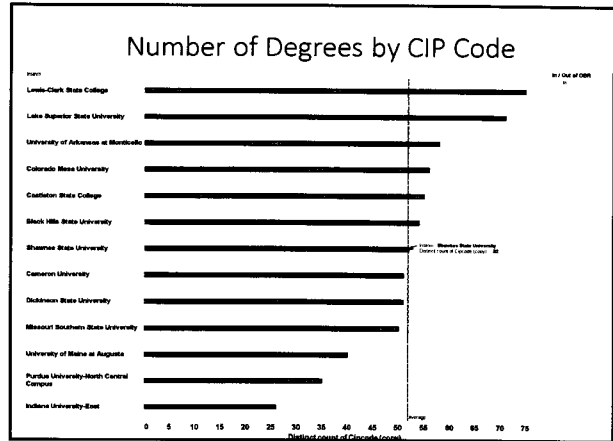
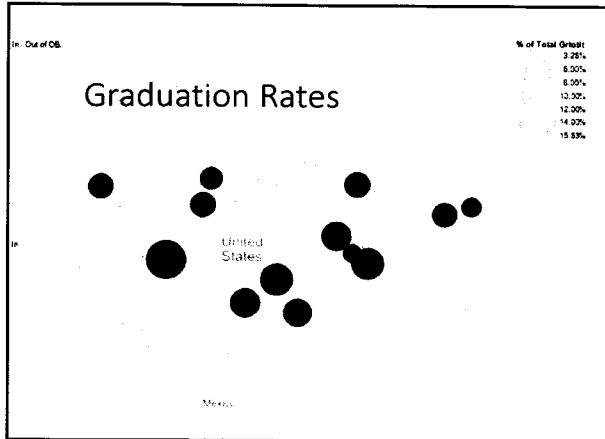


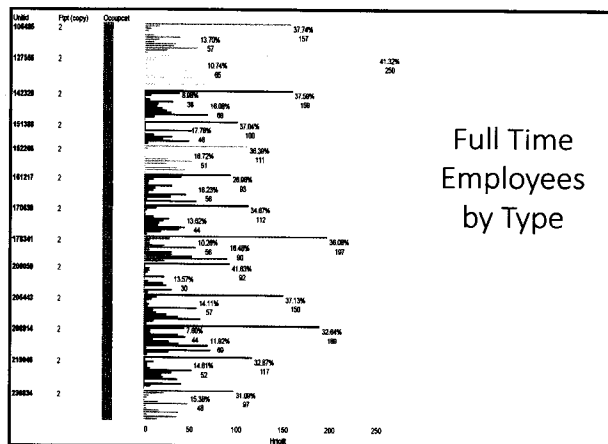
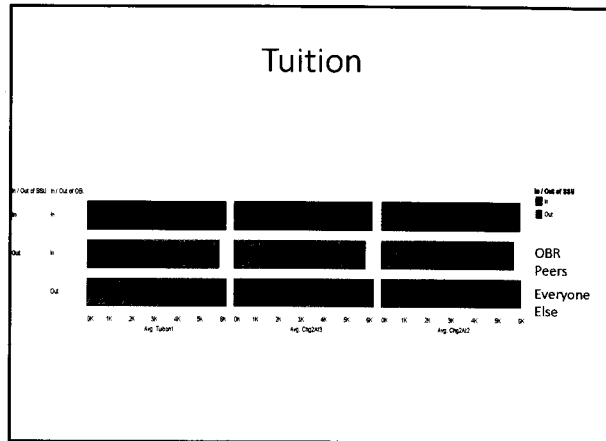
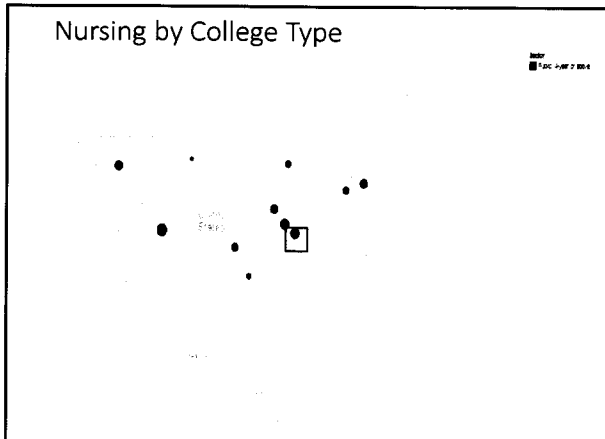
Graduation Rates

Chrstat (copy)



0000 CHRSTAT	10	Revised cohort	5421	9.55
0000 CHRSTAT	11	Exclusions	1750	3.08
0000 CHRSTAT	12	Adjusted cohort (revised cohort minus exclusions)	7985	13.8
0000 CHRSTAT	13	Completers within 150% of normal time	7788	13.58



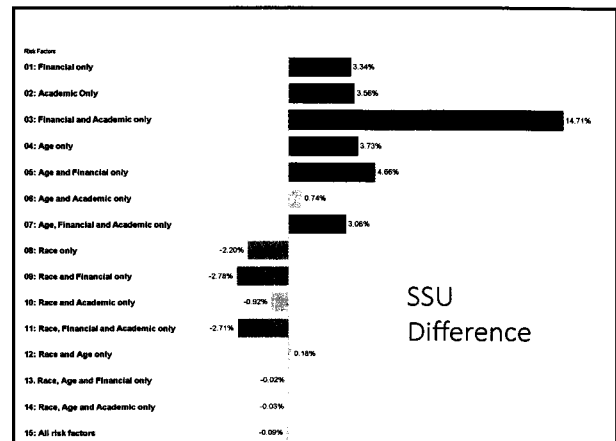
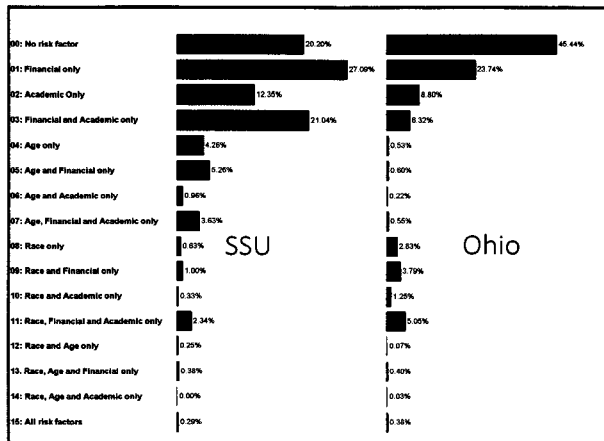
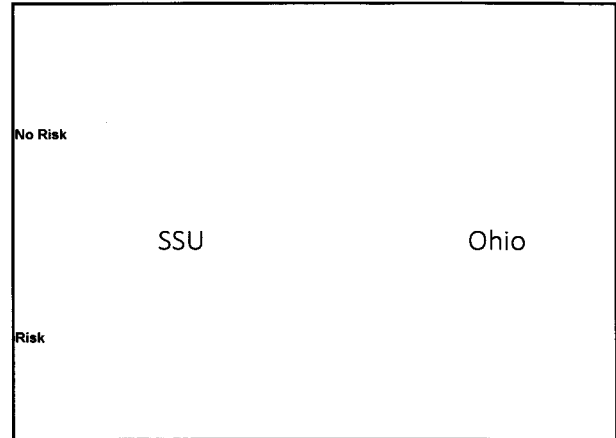


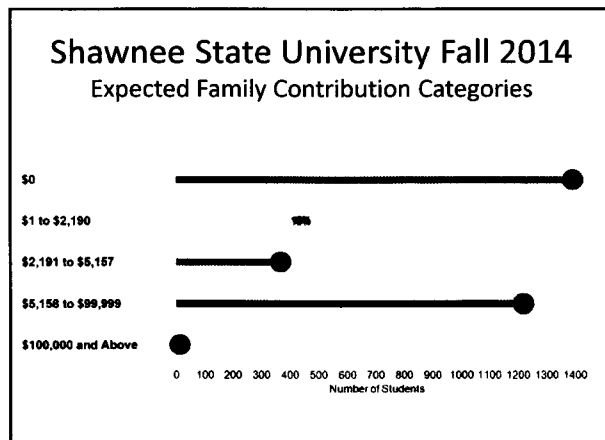
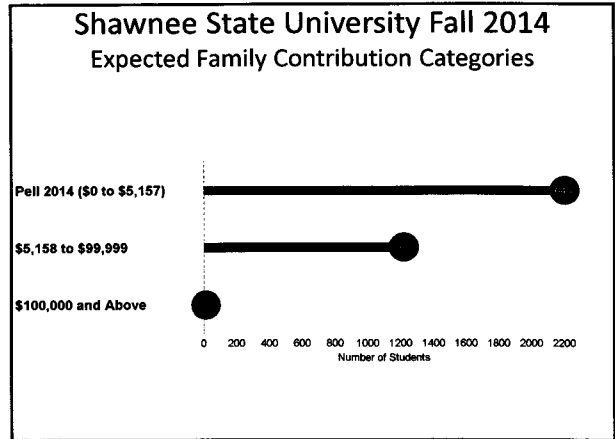
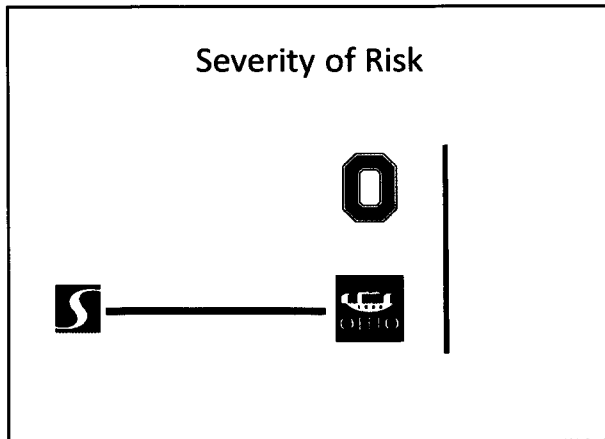
Full Time Employees by Type

How SSU relates to the State's SSI "Risk Factors"

Risk Factors Ohio

00: No risk factor	45.0%	
01: Financial only	23.8%	
02: Academic Only	8.9%	
03: Financial and Academic only	6.6%	<u>Does not include</u>
04: Age only	0.6%	
05: Age and Financial only	0.7%	First Generation
06: Age and Academic only	0.2%	College students
07: Age, Financial and Academic only	0.6%	
08: Race only	2.8%	
09: Race and Financial only	3.7%	
10: Race and Academic only	1.2%	
11: Race, Financial and Academic only	5.0%	Veterans
12: Race and Age only	0.1%	
13: Race, Age and Financial only	0.4%	
14: Race, Age and Academic only	0.0%	
15: All risk factors	0.4%	





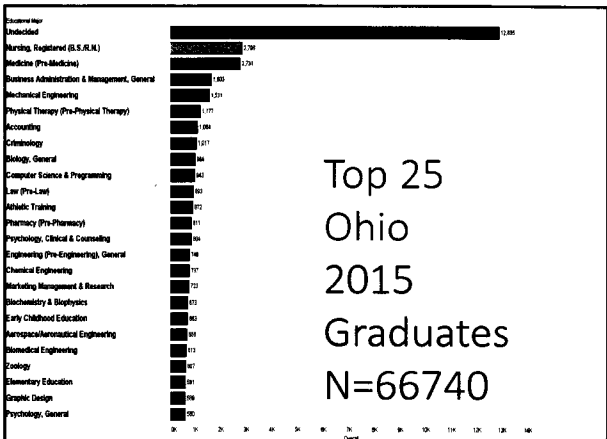
**UNDERSTANDING THE LANDSCAPE
MAKING DECISIONS ABOUT ACADEMIC
PROGRAMING**

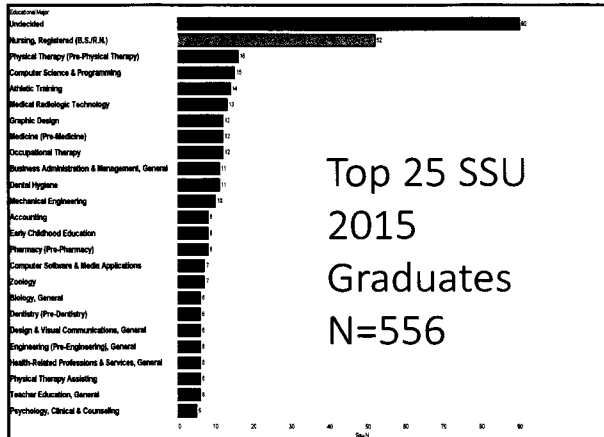
A few of the pieces



- ### Mission
- Role of a Comprehensive Regional University
 - Needs of the Region
 - Qualities of a High Quality Curriculum
 - Funding Formula
 - Mandates

- ### Potential Student Interest
- ACT Enrollment Information Services
 - Juniors
 - Typically more motivated
 - Establish a pattern
 - Ohio





On Campus at Shawnee State University

Advising and Career Counseling

Interest

- Beginning College Survey of Student Engagement
- Assessment of Individual Skill Sets

Matching the Students to the Curriculum

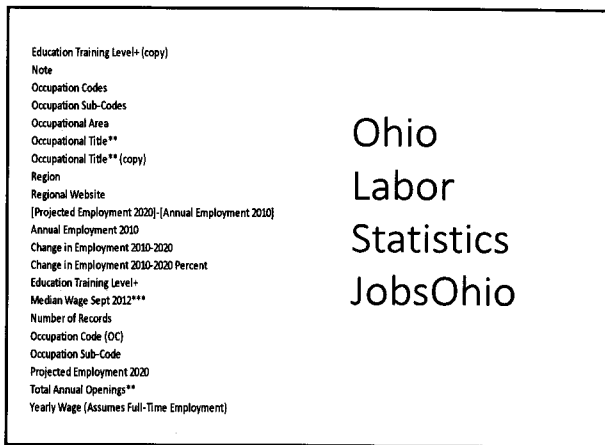
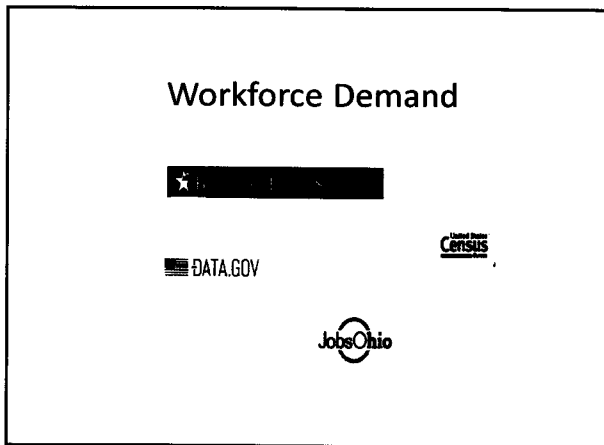
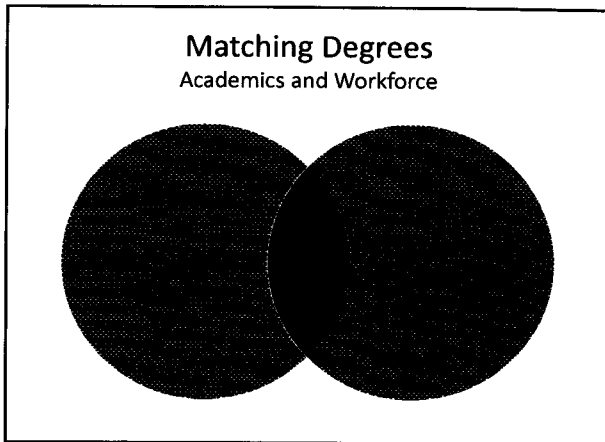
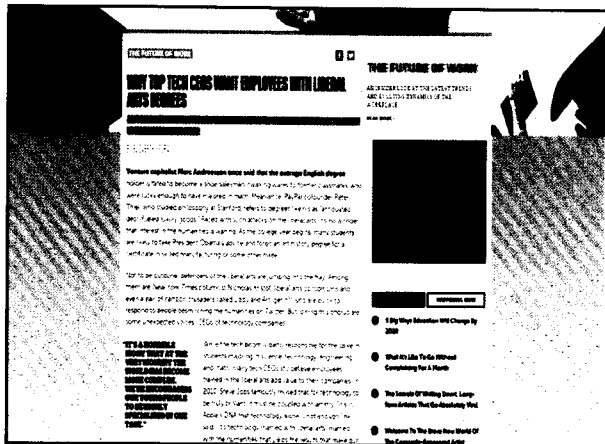
Identifying the Needs of the Workforce

Association of American Colleges & Universities

Key Findings from 2013 Survey of Employers

- **Innovation is Priority:** 95% of employers say they give top priority to college graduates with skills that enable them to contribute to innovation at the workplace.
- **It Takes More Than a Degree:** 93% of employers say that a demonstrated capacity to think critically, communicate clearly, and solve complex problems is an important part of a candidate's qualifications. More than 75% want higher education to place more emphasis on critical thinking, complex problem solving, written and oral communication, and applied learning.
- **Broad Learning is Important:** 80% of employers agree that, regardless of their region, all college students should acquire broad knowledge in the liberal arts and sciences.
- **Students Should Learn to Apply Learning:** Employers strongly endorse educational programs that make students a better, skilled workforce, including problem-solving, research, teamwork, civic literacy, and leadership development.
- **E-Portfolios Should Add Value:** 83% of employers say an electronic portfolio could be useful to evaluate how well applicants have the knowledge and skills they need to succeed.

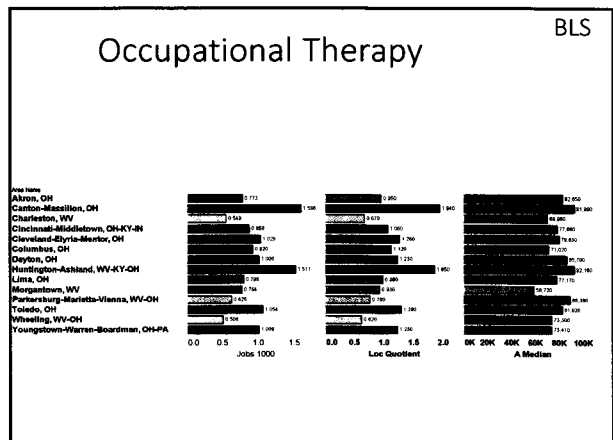
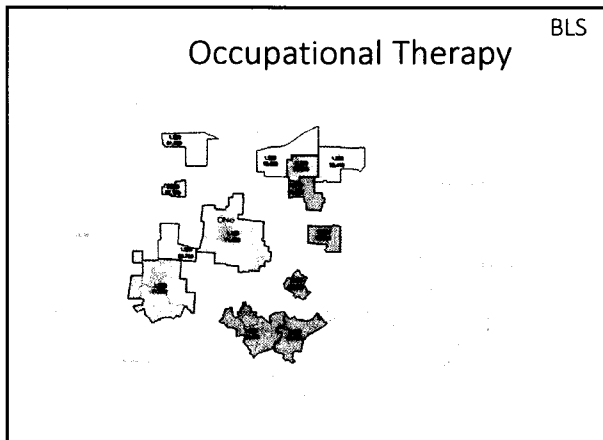
- Innovation: 95%
- Capacity to think, communicate, and solve problems: 93%
- Broad Learning: 80%
- Applied Learning
- E-Portfolio: 83%

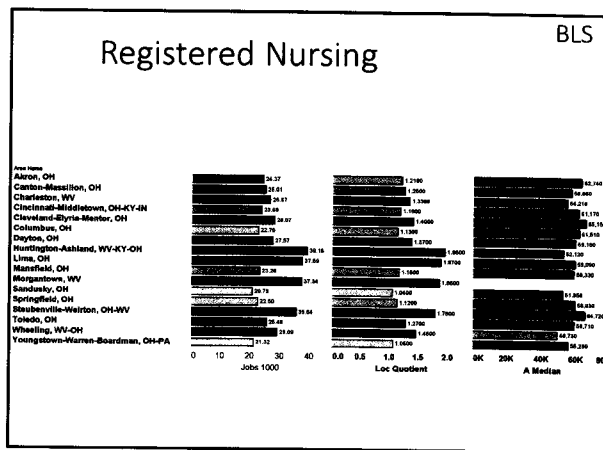
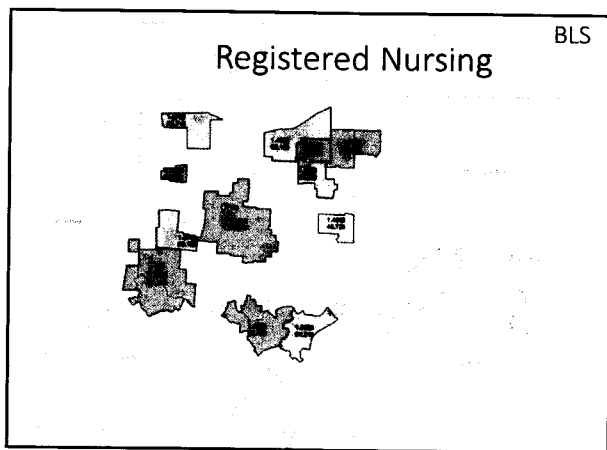
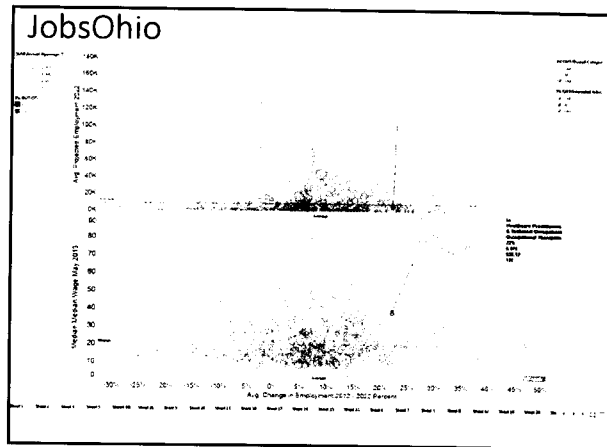
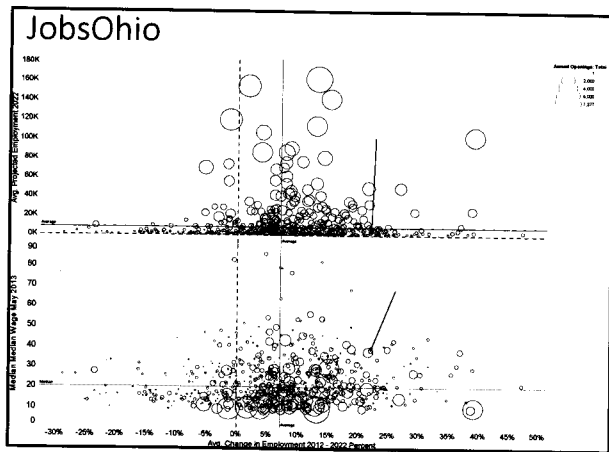


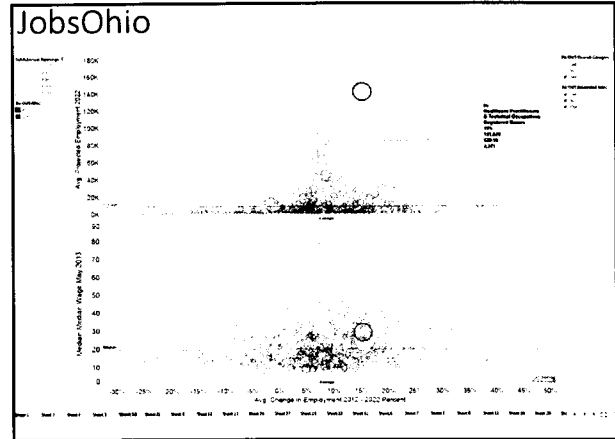
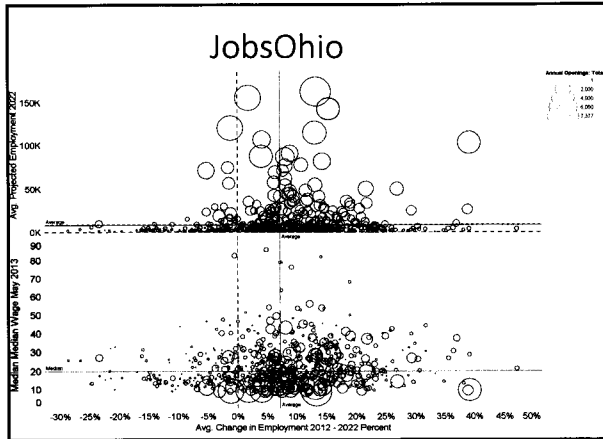
Two Jobs
Two Programs

Nursing

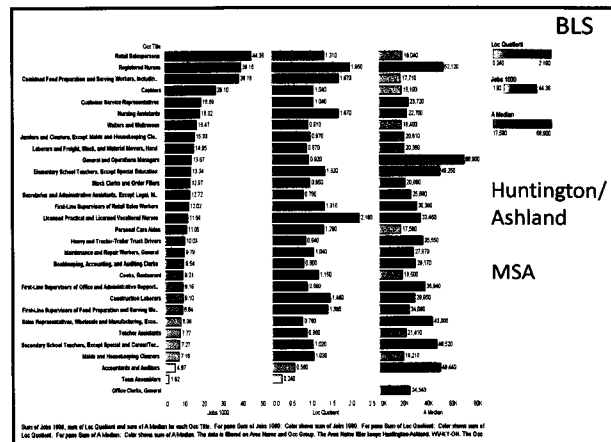
Occupational Therapy

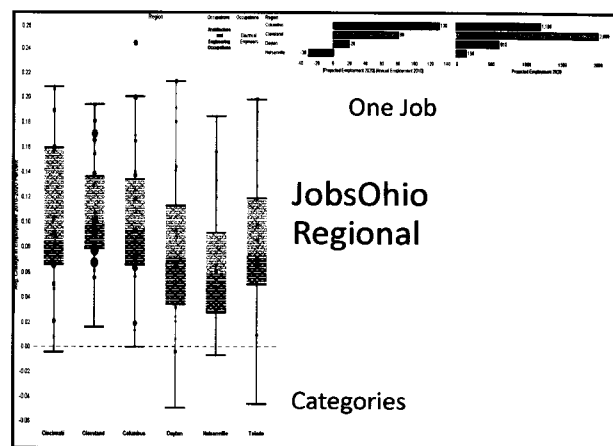
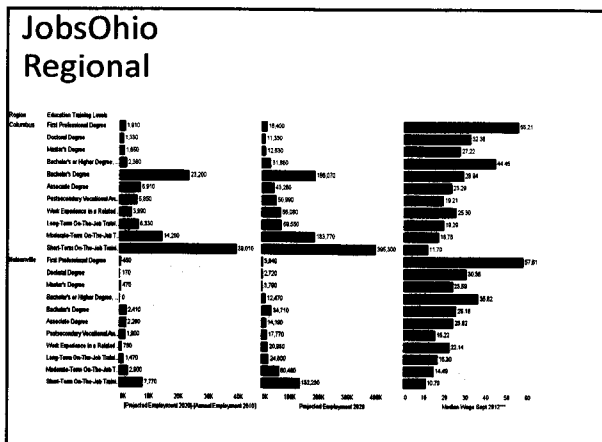
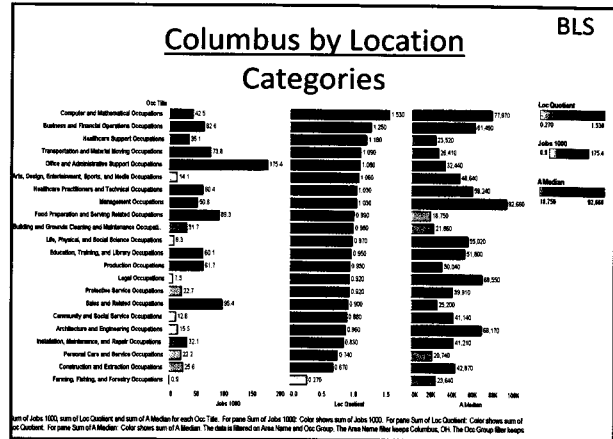
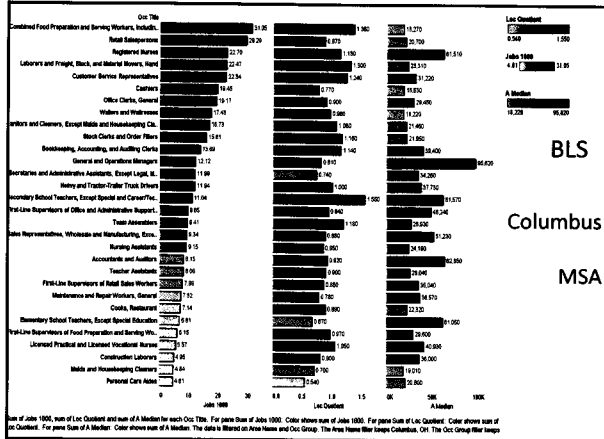






Other Workforce Information





Conclusions

- Harnessed the potential of the data available to help us refine our strategies
 - Data meets our initial criteria
- Tools to grow programs based on demand
- Tools to help us refine advising and career services

Questions



**FOURTH STREET
PERFORMANCE PARTNERS**

NACUBO Investment Return Comparisons

	1 Year (ending 6/30/14)	3 Years (ending 6/30/14)	5 Years (ending 6/30/14)
--	------------------------------------	-------------------------------------	-------------------------------------

**SSU Development
Foundation**

17.7%

10.4%

12.7%

**Average Return
(Less than \$25M
Institution)**

15.5%

9.4%

12.0%

**Top Quartile
(All Institutions)**

17.2%

9.8%

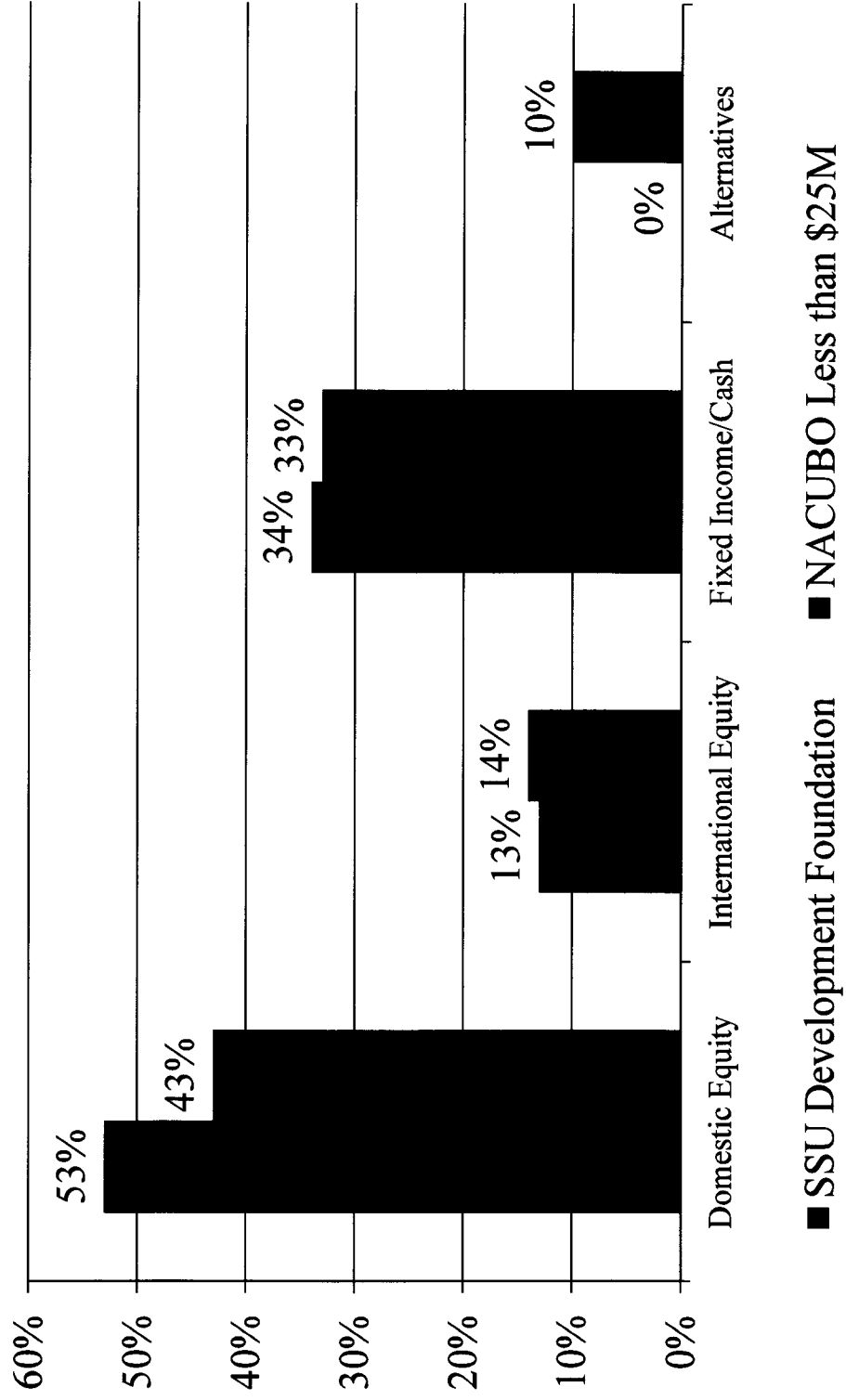
12.7%

Preliminary data is as of 6/30/14.

All Returns are presented net of fees. Returns greater than one year are annualized.

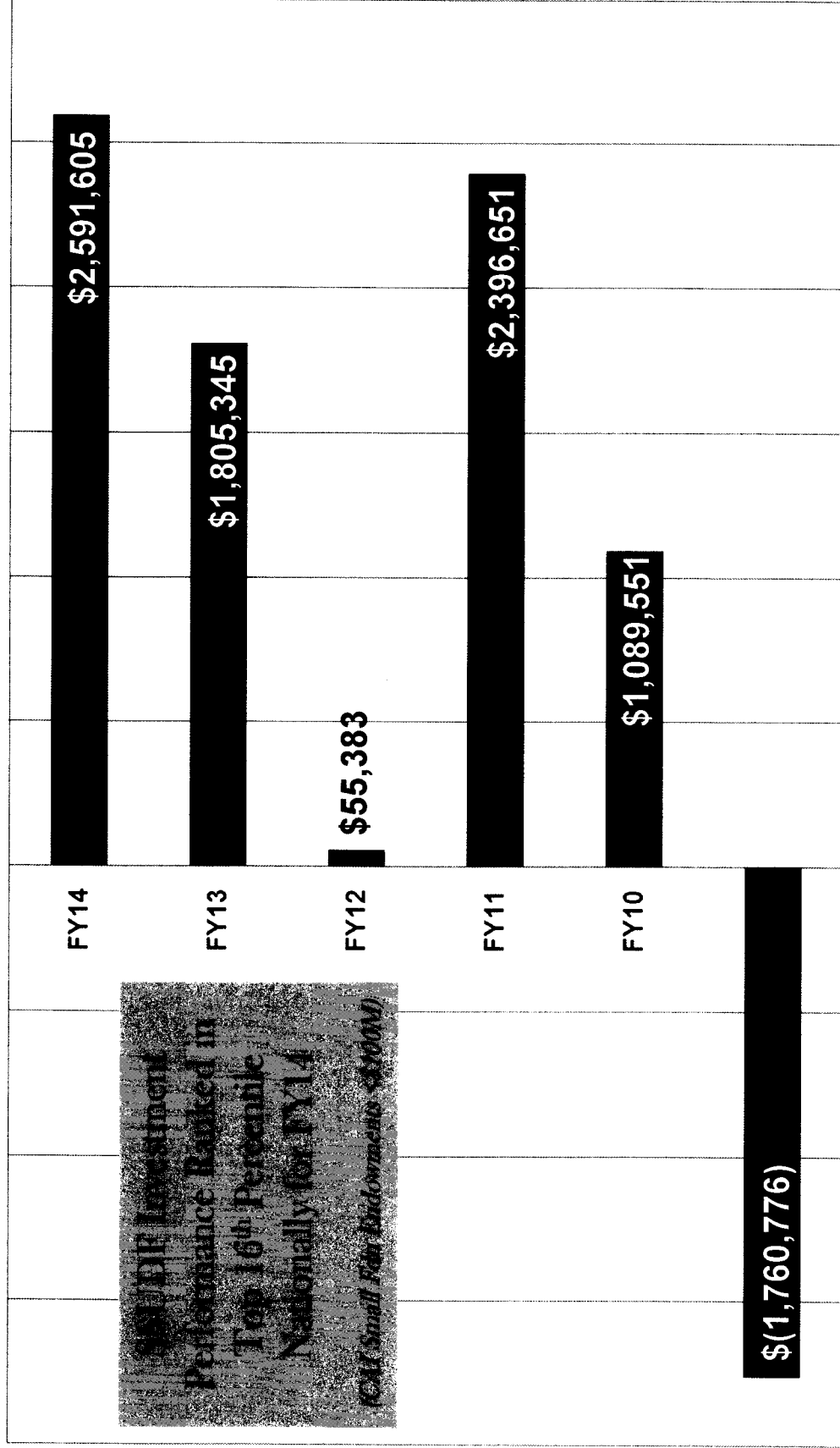


NACUBO Asset Allocation Comparisons

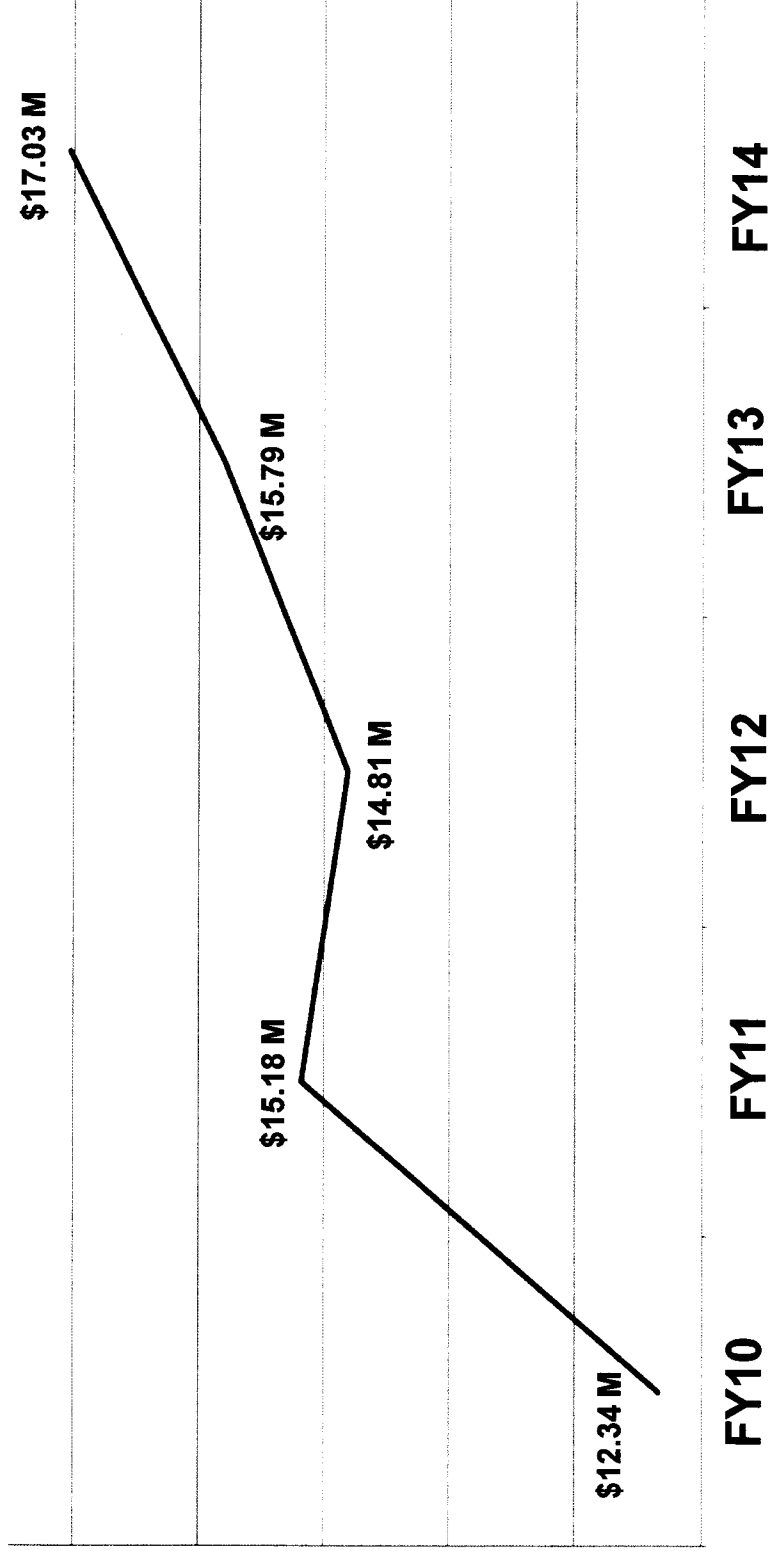


Preliminary data is as of 6/30/14

Above Index Investment Return Since FY10



5 Year Gain Beat CAI Peers by 100bps



Development Foundation Net Cash & Investments: FY10 – FY14

Average Annualized Five Year Gain ending 6.30.14 was 12.7%:

1% greater than its CAI Peer Group

UFS Comments on BOT Presidential Search Policy
13 March 2015

My name is Dr. Andrew Feight; I am an Associate Professor of History in the Social Sciences Department, but I am here in my role as President of the University Faculty Senate and, as such, I wish to speak on behalf of my colleagues, the faculty of Shawnee State.

I wish to say a few words about the Board Policy on Presidential Searches and Selection, which the Board just voted to rescind.

Let me begin by saying that the faculty are happy with the results of the recent presidential search, that we are excited about working with Dr. Kurtz, and that we expect only good things to come from his presidency. But, that being said, we have also been disappointed by the role the Board granted faculty in the process.

We were not consulted when the presidential search policy was changed last May, and changed in such a manner that faculty would no longer be included on the search committee. And, we were not consulted about today's resolution rescinding the search policy.

We believe the policy should have been retained and revised. We believe that the old policy should be amended to reflect past practice, which was to include faculty on the search committee proper.

We understand that presidential searches, as explained in the resolution, involve "legal considerations, which continuously evolve, and, as such, appropriate flexibility is needed in order to conduct a successful search." We understand that. Yet, we think a search policy can be written in a way that allows for such flexibility.

We also do not agree with the resolution's assertion that because "the Ohio Revised Code does not require a Board policy for a university presidential search," such a policy "is unnecessary." Logically, this is no reason to eliminate a Board policy. There are many Board policies that are not required by state law, but are important for the smooth functioning of the university, that are important for maintaining good relations with our students, faculty, staff, and our larger community.

In short, there are many reasons to have a policy on presidential searches and selection. But, most importantly, having a standing policy in place helps ensure that the search process is transparent, so that members of the university community understand what role they will play in such an important decision and thereby avoid unnecessary anxiety and discontent.

We hope that the Board will work with the Faculty Senate to build a more cooperative relationship. Regular consultation with the faculty leadership is in keeping with best practices in higher education and we believe it would go a long way to improving campus relations. We — that is the faculty and the board, everyone in this room — are all committed to what is best for our students and what is best for the institution. It is my hope that we can move forward from the common ground we have in the decision to make Dr. Kurtz our next President.