

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
September 11, 2015**

Swearing-in of New Board Members

Chairperson Kay Reynolds administered the oath of office to newly appointed Board member, Mr. Scott Evans. Chairperson Reynolds presented Mr. Evans with a Shawnee State University lapel pin and congratulated him on his appointment. A round of applause followed.

Call to Order

Chairperson Reynolds 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: Mr. Scott Evans, Ms. Melissa Higgs-Horwell, Ms. Francesca Hartop, Mr. Robert Howarth, Ms. Kay Reynolds, Mr. Joseph Watson, Mr. Scott Williams and Mr. Brian Stiers

Members Absent: Ms. Marlee Martin

Approval of the September 11, 2015 Agenda

Mr. Howarth moved and Ms. Higgs-Horwell seconded a motion to approve the September 11, 2015 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the July 10, 2015 Board Meeting Minutes

Mr. Howarth moved and Ms. Higgs-Horwell seconded a motion to approve the July 10, 2015 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Appointment of Revised Board Committees and Officers

Chairperson Reynolds introduced the Board Committees and Officers as follows:

Board Officers

- | | |
|------------------|------------|
| • Kay Reynolds | Chair |
| • Robert Howarth | Vice Chair |

Executive Committee

- Kay Reynolds By position
- Robert Howarth By position
- Scott Williams By position
- Melissa Higgs-Horwell Board Chair appointment

Academic and Student Affairs Committee

- Scott Williams Chair
- Melissa Higgs-Horwell Vice Chair
- Joseph Watson
- Replacement for Gary Paine
- Marlee Martin

Finance and Administration Committee

- Robert Howarth Chair
- Kay Reynolds Vice Chair
- Francesca Hartop
- Scott Evans
- Brian Stiers
- Replacement for Rita Roberts

Representatives to SSUDF

- Kay Reynolds By position
- Francesca Hartop Board Chair appointee

Board Secretary

- Eric Braun

Board Treasurer

- Elinda Boyles

Committee Reports**Academic and Student Affairs Committee – Mr. Scott Williams, Chair**

Mr. Williams reported on behalf of the Academic and Student Affairs Committee. He said the Committee had one action item and several information items.

Action Items***Resolution ASA03-15, Revision of Policy 3.20, University Housing***

Mr. Williams moved and Ms. Higgs-Horwell seconded a motion to approve Resolution ASA03-15, University Housing. Mr. Williams said that in order to comply with recently passed legislation, the revisions to Policy 3.20, University Housing, was necessary and recommended by the President for Board approval.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Information Items

Dr. Walker, Interim Provost and Vice President for Academic Affairs, reported on additional new faculty hires for the 2015-2016 academic year. These are:

Dr. Sarah Boehle, Business Administration
Ms. Kristina Darnell, Allied Health (Radiology)
Dr. Jodi Dunham, Teacher Education
Mr. Sean Forster, Nursing
Ms. Mariah Woodward, Allied Health (Dental)
Mr. Bryan Edwards, Rehabilitation & Sport Professions (effective 1/11/16)

For the 2015-2016 academic year, there are 150 full time faculty, with 75 in the College of Arts and Sciences, 71 in the College of Professional Studies, and 4 in University College. Of these, there are 37 Professors, 38 Associate Professors, 45 Assistant Professors, 17 Senior Instructors, 2 Instructors, and 11 Visiting Faculty. Additionally, there are 4 One Semester Temps.

Dr. Walker reported that in accordance with the SEA CBA, the annual Faculty Professional Day was held on Friday, August 28, with approximately 150 present, including faculty and a few administrators and staff. Faculty were recognized for promotions, advanced degrees, and service. General academic information was shared. The 7th annual Adjunct Dinner was held on August 18, to share academic information with those faculty and give them an opportunity to sign their contracts. Approximately 120 attended this event. The New Faculty Welcome Breakfast was held on August 20, to welcome and orient our new faculty to campus. Eighteen new faculty attended, along with approximately 30 support staff, department chairs and administrators.

Mr. Trusz reported on the 2015 Student Orientations. Orientation attendance was down slightly with 1,181 attending for the current year and 1,279 attending in 2014. Orientation dates are set for spring semester: Thursday, December 17 and Tuesday, January 5.

Mr. Trusz presented the Felony Report detailing trends. This information is tracked by Ms. Marcie Simms, Dean of Students, and Mr. Richard Schisler, Judicial Hearing Officer. During Fall

semester, there were 31 registered student felons. Most common convictions have been possession/distribution of drugs and theft.

Mr. Trusz presented an update on the Fall Student Housing Occupancy. There are 884 students living in housing, down slightly from 922 residents in Fall, 2014.

Ms. Cassandra Mullins, President, Student Programming Board, reported on SPB activities. More than 550 new students participated in the carnival sponsored by the SPB during the Weekend of Welcome "WOW" event. The SBP also sponsored several events during the first week of classes including Green Screen Photos with Shawn E. Bear, Craft and Laugh, Bingo, and 4th Friday Movies. The SPB has nine student chairpersons for programing events in the following areas: Special Events, Diversity, Advertising, Gaming, Historian and Late Night Thursdays.

Mr. Mark Moore, Registrar, presented the 15th Day Enrollment Report for Fall Semester 2015 and the Five Year Comparison Report. Total fall 2015 headcount is 3881, down 349 student from 2014. This is an FTE of 3376 for 2015, down 254 from 2014.

Education Item

Ms. Nikki Karabinis, Director of Student Career Development, reported on the annual alumni survey.

Finance and Administration Committee – Mr. Robert Howarth, Chair

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

Action Items

Resolution F24-15, Approval of FY2016 Operating Budget

Mr. Howarth moved and Ms. Hartop seconded a motion to approve Resolution F24-15, Approval of FY2016 Operating Budget. Mr. Howarth said the University has been operating under FY2015 continuing spending authority as approved by Resolution F21-15 and the University has received a projected state share of instruction allocation for FY16 and revenue projections have been developed based on this projections, state supplement, Board-approved tuition and other fees, and enrollment projections for the upcoming academic year. He said that planned expenditures have been estimated anticipating operational, personnel, and programmatic needs of the University that include known and estimated inflationary factions. Mr. Howarth said the President recommends adoption of the proposed budget.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Resolution F25-15, Approval of Shawnee State University and Shawnee Education Association 2015-2018 Collectively Bargained Agreement

Mr. Howarth moved and Ms. Higgs-Horwell seconded a motion to approve Resolution F25-15, Approval of Shawnee State University and Shawnee Education Association 2015-2018 Collectively Bargained Agreement. Mr. Howarth said in accordance with ORC 4117, formal negotiating sessions were held between the University and Shawnee Education Association (SEA) resulting in the parties reaching a tentatively accepted agreement regarding wages, terms, and conditions of employment and that the tentative agreement was ratified in its entirety by the SEA membership. Mr. Howarth also stated that the President recommends that the Board approve the tentative agreement.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Resolution F26-15, Approval of Policy 4.69Rev, Concern Resolution for Administrators

Mr. Howarth moved and Mr. Williams seconded a motion to approve Resolution F26-15, Approval of Policy 4.69Rev, Concern Resolution for Administrators. Mr. Howarth said that a systematic review of institutional policies has been undertaken in order to remove outdated policies, and to modify and update policies. He said that Policy 4.69Rev, Concern Resolution for Administrators, was last reviewed and approved by the Board on August 11, 2000, and requires technical revisions due to organizational changes and is updated to conform to the University's established policy and procedure format.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Resolution F27-15, Approval of Plan for Student Cost Reduction

Mr. Howarth moved and Mr. Watson seconded a motion to approve Resolution F27-15, Approval of Plan for Student Cost Reduction. Mr. Howard said the in accordance with HB64, Section 269.600, the board of trustees of each state institution of higher education is directed to develop and implement a plan to provide in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by 5% and that no later than October 15, 2015, the board of trustees of each state institution of higher education shall submit the Plan required under this section to the Chancellor of Higher Education. Mr. Howarth said President Kurtz initiated a collaborative effort to identify and access cost drivers that are application to these in-state, undergraduate students and a Plan that identifies current and potential cost-savings strategies has been developed.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Information Items

Report on Room and Board Information

Mr. Braun explained the background for the generation of the SSU Room and Board Fee Comparison report. The report reveals that SSU's housing fees were lower than the state average for each of the last 15 years. Further, SSU's rates are ranked in the lowest quartile for housing costs for 14 of the last 15 years.

Report on Quarterly Personnel Actions

This report provides a summary of personnel activity processed by the HR department for the period of May 2015 through August 2015.

- Activity:
 - Three administrative appointments (CIPA Director, CLC Classroom Teacher, and Admission Officer)
 - Fourteen new faculty appointments:
 - Four Health Sciences
 - Two English
 - Four Teacher Education
 - One Social Science
 - One Mathematics
 - One Engineering
 - One Business Administration
 - Status Changes:
 - Three Visiting Faculty promoted to Assistant Professor (two in FDPA, one in English & Humanities)
 - One Senior Instructor promoted to Advising & Academic Resources Director
 - Two administrative promotions (Financial Aid and Student Career Development)
 - One Administrative Technical Support Staff promoted to Visiting Faculty, Business Administration
 - One return from administrative sabbatical to Professor, Natural Science
 - End of Contract (Interim Director, CIPA)
 - Resignations:
 - Five administrators (Police Sergeant; Residence Coordinator; Director, Office of Instructional Technologies; Project Director, Upward Bound; CAS Advising Coordinator
 - Three faculty (Sr. Instructor, Athletic Training; Instructor, EMT; Asst. Professor, Teacher Ed;

- Retirements:
 - One administrator (Director, Office of Instructional Technology)
 - Three faculty (Assoc. Prof., Business Admin.; Professor, Dental Hygiene; Assoc. Prof., Radiology)

Report on University Investment Performance by Mr. Greg Ballengee

- Investment performance, including withdrawals, as of August 31, 2015 reflects a decline of \$1,563,721 or -9.3% from the June 30, 2015 balance.
- \$1 million was liquidated during July to meet July and August cash needs.
- The recommended investment manager change was completed in July.

Education Item

Mr. Butch Kotcamp, Director, Facilities, Planning and Construction, updated the Committee regarding the status and condition of University construction projects and facilities.

Reports, if any, from Board Liaisons with other Organizations

None.

President's Report

President Kurtz welcomed newly appointed Board member, Mr. Scott Evans, and said he appreciated and thanked him for accepting this challenging position.

He said that today was Ms. Joyce Moore, Secretary in the President's Office, and Dr. Alan Walker's last day with SSU. He said Ms. Moore was retiring and Dr. Walker had accepted a presidency with another university. President Kurtz said that Dr. Jeff Bauer had agreed to serve as Interim Provost while the University conducted a nationwide search.

President Kurtz then handed out a reminder to Board members concerning the upcoming Trustee Conference to be held in November in Columbus.

President Kurtz spoke to the Board regarding the budget and strategic plan and the role of the Board in regard to the strategic plan that was outlined at the retreat held in July.

President Kurtz added that a number of action teams have been formed within the university to address specific functional areas of need and interest, such as enrollment and student services, and technology. Chairman Howarth asked how the engagement of a consultant for strategic planning aligned with our plan to spend from the university reserve only for critical needs in the budget deficit. President Kurtz suggested that there are several programs with the potential for significant growth, but that the university needs to define a clear and concise mission, vision and set of values that will act as guiding principles to drive that growth forward. The investment in strategic planning will do just that.

New Business

Resolution E09-15, Revised 2015/2016 Schedule of Meetings of Shawnee State University Board of Trustees and its Committees

Ms. Reynolds said that given the need to change the schedule of meetings in order to adequately prepare for the state mandate of academic programming that is due on January 1, 2016, a revised schedule of meetings was being submitted for approval. Ms. Higgs-Horwell moved and Mr. Watson seconded a motion to approve Resolution E09-15, Revised 2015/2016 Schedule of Meetings of Shawnee State University Board of Trustees and its Committees.

Ayes: Mr. Evans, Ms. Hartop, Ms. Higgs-Horwell, Mr. Howarth, Ms. Reynolds, Mr. Watson, Mr. Williams

Nays: None

Comments from Constituent Groups (if any) and the Public

None.

Executive Session, if necessary

None.

Other Business

None.

Adjournment

The Board was adjourned by acclamation at 1:59 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

RESOLUTION ASA 03-15
REVISION OF POLICY 3.20 UNIVERSITY HOUSING

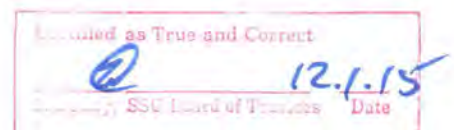
WHEREAS, Policy 3.20 Rev, University Housing which addresses the requirements, restrictions & prohibitions pertaining to the university's residence halls; and

WHEREAS, a revision of the policy is recommended in order to comply with recently passed legislation; and

WHEREAS, Revised Policy 3.20 University Housing has been recommended by the President for Board of Trustees approval; and

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves revision of Policy 3.20 University Housing

(September 11, 2015)



Shawnee State University

POLICY TITLE:	UNIVERSITY HOUSING
POLICY NO. :	3.20 REV
ADMIN CODE:	3362-3-12
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	09/11/15
NEXT REVIEW DATE:	09/2018
RESPONSIBLE OFFICER(S):	VPSA
APPROVED BY:	BOARD OF TRUSTEES

1.0 PURPOSE

Shawnee State University (SSU) has an obligation to ensure that housing policies and programs exist that will maximize the educational potential of the residential life of the University.


2.0 RESIDENCE LIFE AS AN EDUCATIONAL EXPERIENCE

2.1 In addition to the other forms of education it practices, Shawnee State University endorses and supports the particular value of higher education as provided by a residential campus community. Residential settings offer students unparalleled opportunities to gain from social interactions and other life experiences that characterize on-campus housing and dining.

2.2 When residential living is part of an organized program, the educational and personal gains from simple access and participation can be substantial. For these reasons, SSU develops and maintains programs that ensure the residential experience contributes in significant ways to the total education of students.

3.0 UNIVERSITY HOUSING REQUIREMENTS, RESTRICTIONS AND PROHIBITIONS

3.1 As a condition of admission and continued enrollment, all freshmen students in their first year of attendance who live more than twenty-five (25) miles from campus are required to live in University housing, to the extent that space is available, and to take their meals in dining facilities as provided in meal plans

Certified as True and Correct

Secretary, SSU Board of Trustees Date 12-1-15

approved by the University. Under this policy a freshmen is defined as a student who has not earned college credit beyond high school graduation.

3.2 Exceptions to the on-campus housing requirement for freshmen include the following: married students, single parents, veterans, and students over the age of 23, transfer students, students living with their parents, and other extraordinary circumstances as determined by the Vice President for Student Affairs.

3.3 Individuals Prohibited From Student Housing

3.3.1 Felons and convicted sex offenders are prohibited from living in and/or visiting University-owned or managed residential facilities.

3.3.2 The University may exclude other individuals from University housing based upon health, safety and/or conduct reasons in accordance with procedures and/or guidelines approved by the President.

4.0 TERMS AND CONDITIONS FOR STUDENT RESIDENTS

As a condition to living in student housing, students will be required to agree to requirements established by the University, which may be in the form of a housing contract. Failure to fully and accurately complete the contract may be a reason to exclude a student from University housing. The housing contract form shall be approved by the Vice President for Finance and Administration.

5.0 The board of trustees will retain authority for establishing rates for residential housing and meal plans.

6.0 GUIDELINES

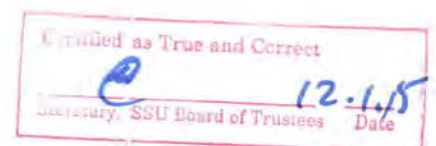
The University will have a guideline for student housing and residence life that may be produced in electronic form. Such guideline will be approved by the President.

Ref: Guide to University Housing & Residence Life

History

Effective: 05/09/94

Revised: 09/11/15; 05/02/14; 2/9/07



Shawnee State University

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SSU Board of Trustees

12.1.15
Date

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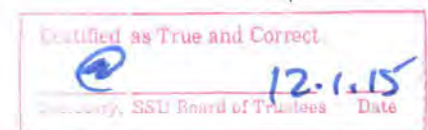
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History

Effective: 05/09/94

Revised: 09/11/15; 05/02/14; 2/9/07



**Revised Faculty Report
Presented by Dr. Alan Walker
Interim Provost & V.P. for Academic Affairs**

**Board of Trustees
September 11, 2015**


Additional faculty hired for the 2015-2016 academic year are:

Dr. Sarah Boehle, Business Administration
Ms. Kristina Darnell, Allied Health (Radiology)
Dr. Jodi Dunham, Teacher Education
Mr. Sean Forster, Nursing
Ms. Mariah Woodward, Allied Health (Dental)
Mr. Bryan Edwards, Rehabilitation & Sport Professions (effective 1/11/16)

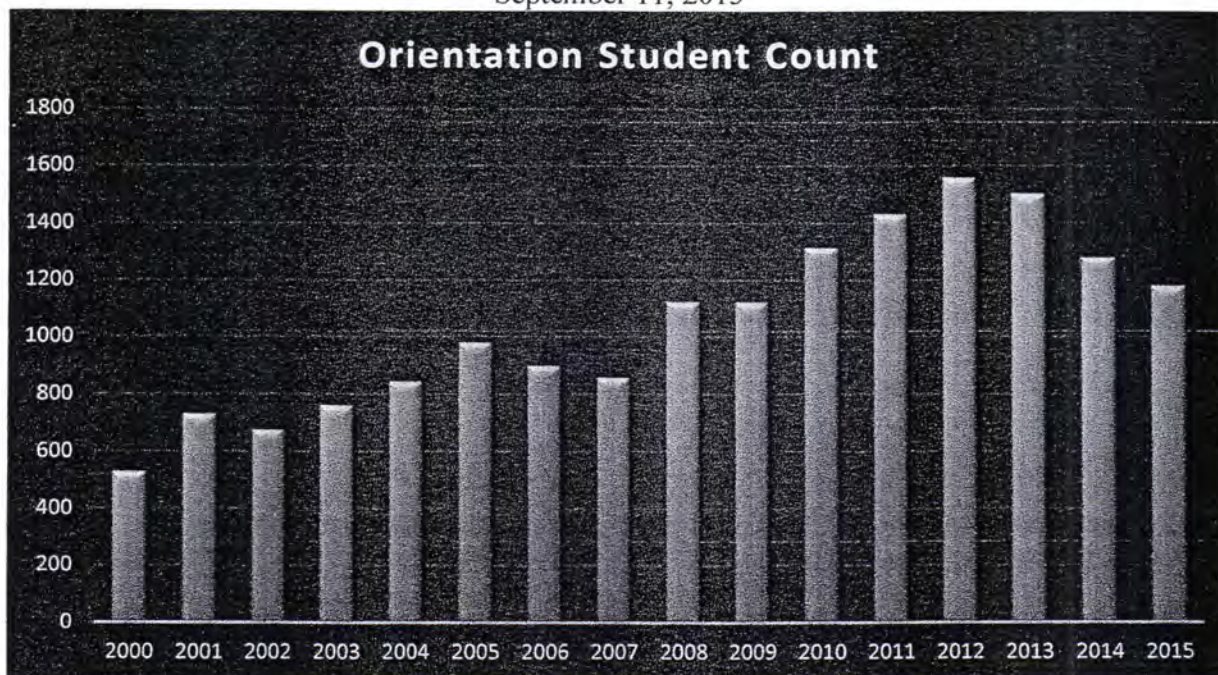
For the 2015-2016 academic year, we have 150 full time faculty, with 75 being in the College Of Arts & Sciences, 71 in the College of Professional Studies, and 4 in University College. Of these faculty:

37 are Professors
38 are Associate Professors
45 are Assistant Professors
17 are Senior Instructors
2 are Instructors
11 are Visiting Faculty
Additionally, there are 4 One Semester Temps.

In accordance with the SEA CBA, the annual Faculty Professional Day was held on Friday, August 28, with approximately 150 present, including faculty and a few administrators and staff. Faculty were recognized for promotions, advanced degrees, and service. General academic information was shared. The seventh annual Adjunct Dinner was held on August 18, to share academic information with those faculty and give them an opportunity to sign their contracts. Approximately 120 attended this event. The New Faculty Welcome Breakfast was held on August 20 to welcome and orient our new faculty to campus. Eighteen (18) new faculty attended, along with about 30 support staff, department chairs and administrators.

Certified as True and Correct
 12.1.15
Secretary, SBU Board of Trustees Date

Orientation Final Numbers for 2015
Board of Trustees Meeting
September 11, 2015



2015 Spring Orientations

Thursday, December 11
Wednesday, January 7

Attendance
70
53
Total 123

2015 Summer Orientation

Tuesday, May 12

Attendance
51
Total 51

2015 Fall Orientations

Saturday, May 16
Monday, June 1
Wednesday, June 3
Saturday, June 13
Tuesday, June 16
Thursday, June 18
Tuesday, July 21
Wednesday, July 29

Attendance
96
182
157
191
40
60
166
115
Total 1007

2014 Orientation Count

Total 1181

2016 Spring Orientation Dates

Thursday, December 17, 2015
(Fall Semester Finals End Dec. 18)

Tuesday, January 5, 2016
(Spring Semester Classes Begin Jan. 11)

Tentative

2016 Summer Orientation Date

Thursday, May 5, 2016
(Spring Semester Finals End May 6)

Tentative

2016 Fall Orientation Dates

Friday, May 21st 2016 – “Scholarship”
Wednesday, June 8th 2016
Saturday, June 11th 2016
Tuesday, June 14th 2016
Thursday, June 16th 2016
Tuesday, July 26th 2016
Wednesday, August 3rd 2016

Certified as True and Correct

Secretary, SSU Board of Trustees

Date

12.1.15

Felon Report
Board of Trustees Meeting
September 11, 2015

Felons at Shawnee State University

Staff

Marcie Simms, Dean of Students

Richard Schisler, Judicial Hearing Officer

Registered Student Felons

- AY 2015-2016
 - Spring 2015= 28
 - Summer 2015= 12
 - Fall 2015=31

Most Common Convictions

- Possession/Distribution of Drugs
- Theft

Process for applying to Shawnee State University

- Complete Admissions application and indicate felon status
- Receive letter from Admissions Office which includes a Background Check Release Form
- Return the form to the Dean of Students Office
- Dean of Students Office completes the background check and schedules a meeting with the potential student and the Dean of Students or the Dean of Students Judicial Officer
- Decision made on Admission and communicated to necessary offices

Continuing Students

- Each semester the felon students are required to check-in at the Dean of Students office
- The students will meet one on one with the Dean of Students or Judicial Officer to discuss progress, resources and if any other violations have occurred since their last check-in.

Felon Report
Board of Trustees Meeting
September 11, 2015

Cumulative Grade Point Averages of Felons

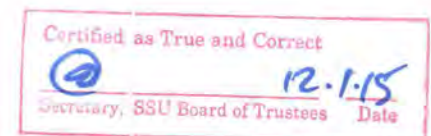
- Spring 2015—1.66
- Summer 2015—2.36

Challenges for Felons

- Social Integration
 - Students have difficulty accessing resources
 - Connecting with campus culture
- Academic Support
 - Students struggle to re-enter the classroom
 - Students have not developed study skills

Other Issues

- Home and family issues
- Legal issues
- Financial issues
- Struggles with addiction
- Inability to find employment due to felony conviction



Housing Occupancy Report
Board of Trustees Meeting
September 11, 2015


Revised 9-8-15
Housing Occupancy
Fall Quarters/Semesters

Fall	SSU Owned Capacity	Campus View; Tanner Place; Bridgeview Court Capacity	Residents On Campus	Percentage Of Occupancy	Men Living On Campus	Women Living On Campus
2015	170 ⁷	777 ⁸	884	93.3%	476	408
2014	180 ⁶	785	922	96%	478	444
2013	176 ⁵	785	970	101%	477	493
2012	179	785	998	103.5%	483	515
2011	178	723	962	107%	456	506
2010	177 ⁴	653	963	116%	464	499
2009	178 ⁴	574	875	116%	428	447
2008	180 ⁴	478	774	117%	391	383
2007	181 ⁴	430	578	94.6%	273	305
2006	185	430	523	85%	254	269
2005	185	334	527 ¹	101.5%	237	290
2004	168 ³	288	452	99%	200	252
2003	193 ²	192	390 ¹	101%	175	215
2002	200 ²	96	335 ¹	113%	146	189
2001	189	94	304 ¹	107%	129	175
2000	189	94	279 ¹	98.6%	129	150
1999	190		218 ¹	115%	94	124
1998	190		185	97.4%	76	109
1997	190		188	98.9%	77	111
1996	147		145	98.6%	68	77
1995	116		120	103%	63	57

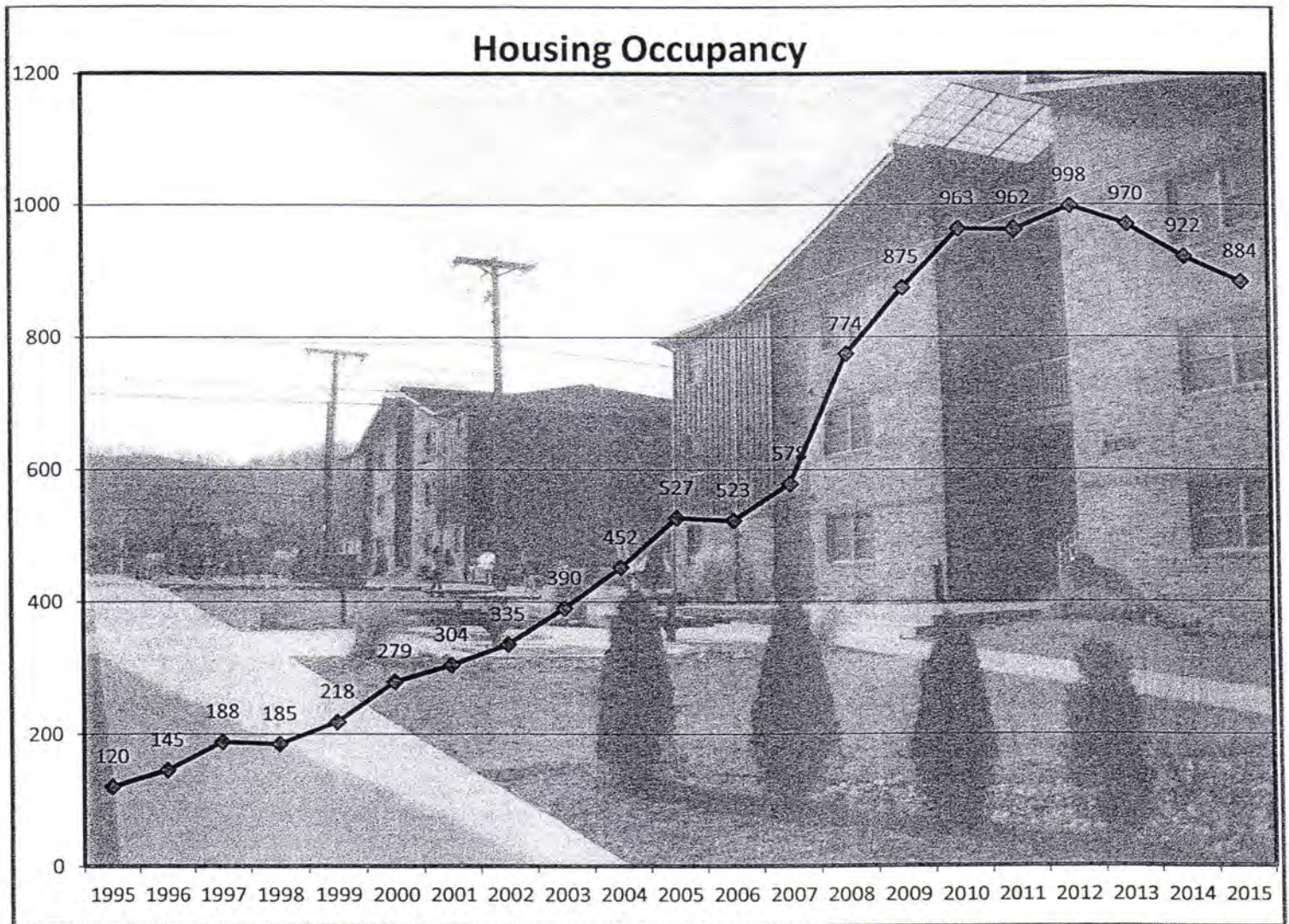
NOTES:

- ¹ Includes residents housed in the Ramada
- ² SSU capacity decrease /increase due to the Resident Advisors having/not having roommates.
- ³ SSU capacity decrease due to Carriage being closed for renovations.
- ⁴ Decrease due to Cedar 1 & 12 being converted to Residence Coordinator apartments.
- ⁵ Decrease due to Cedar 12 being converted to HRL Office space.
- ⁶ Increase due to Cedar 12 being converted into a housing unit.
- ⁷ Decrease due to Cedar 12 housing Counselor in Residence and faculty members in Carriage.
- ⁸ Decrease due to graduate student single housing option in Bridgeview Court.

Number of students/capacity in Developer owned properties	718/777
Occupancy percentage for Developer owned properties	92.4%
Number of students/capacity in SSU owned properties	166/170
Occupancy percentage for SSU owned properties	97.6%

Certified as True and Correct

 Secretary, SSU Board of Trustees Date 12-1-15

Housing Occupancy 1995 – 2015 Fall Terms



Revised September 8, 2015 – Office of University Housing & Residence Life

Certified as True and Correct
@ 12.1.15
Secretary, SSU Board of Trustees Date

Student Programming Board
Board of Trustees Meeting
September 11, 2015

The 2015-2016 Programming Chairs

- President-Kassandra Mullins
- Advertising-Tristan Smith and Hayley Williamson
- Special Events- Kelsie Peters
- Late Night (Thursdays)- Jasmine Heard and Alex Eben
- Gaming-Ryan Dosser
- Weekend-Hannah Perry
- Diversity-Siana Cecere
- Historian-Andy Fiorita

Welcome Week Statistics

Sunday-Participated in Student Organization Showcase

- 75 new students interested in SPB provided their email addresses for us to contact them about getting involved with our meetings

Monday-Green Screen Photos with Shawn E. Bear

- 197 people attended

Tuesday-Craft and Laugh Night

- 163 people attended

Wednesday-Make Your Own Laundry Detergent and Tie Dye

- 252 people attended

Thursday-Late Night Bingo

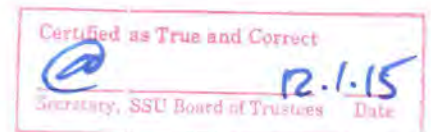
- 488 people attended

Friday- Find the Paw

- 80 people attended last year, we expect a similar or higher number this year
- \$4 Friday Movie
- 625 people attended last year, once again we expect a similar or higher number this year

Saturday-Back to School Bash

- This event will replace our typical "Glow Dance" for Welcome Week. The Bash will consist of an outdoor tent with a DJ, free ice cream, and various outdoor activities.



Student Programming Board
Board of Trustees Meeting
September 11, 2015

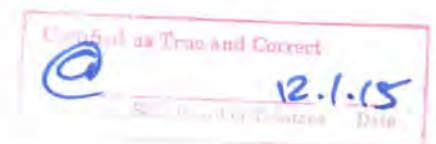
“WOW” -Weekend of Welcome 2015

From Friday, August 21st through Sunday, August 23rd, SSU offered the opportunity to new and transfer students to become fully immersed in the SSU community through a variety of activities, educational sessions, and service. Student Affairs sponsored WOW once again and added new activities such as a 5K and a blood drive. Both housing and commuter students had the chance to meet professors, deans, administrators, and fellow students during WOW. Approximately 550 students earned “WOW Bucks”, won prizes by attending events, and received their first SSU T-shirt at Bear Beginnings.




Looking Forward

1. Continuing our traditions each month
 - a. Bingo and \$4 Friday are very successful events that
 2. Expanding on events that went well last year
 - a. Color War
 - b. Karaoke
 - c. Game shows (e.g. *Are You Smarter than the Faculty?*)
 3. Trying new things
 - a. Revamping our Gaming events-*Yu-Gi-Oh* tournaments, keeping SPB up to date with current trends, reaching out to wider audiences to meet the needs of the student body
 - b. Fall Festival
 - c. Fear Factor
4. Collaboration
 - a. Looking forward to working with the Office of the President and the Office of



Student Programing Board
Board of Trustees Meeting
September 11, 2015

- Communications for an annual Fall Mixer
- b. Working more closely with other student organizations such as the Student Government Association and Delta Phi Epsilon

Certified as True and Correct
 12.1.15
Secretary, SSU Board of Trustees Date

**15TH DAY ENROLLMENT REPORT (preliminary)
FALL SEMESTER 2015**

<i>Headcount</i>	FALL 2014	FALL 2015	Change #	Change %
Undergraduate	4097	3729	-368	-9.0
Graduate	133	152	+19	+14.3
Total	4230	3881	-349	-8.3

<i>FTE</i>	FALL 2014	FALL 2015	Change #	Change %
Undergraduate	3537	3266	-271	-7.7
Graduate	93	110	+17	+18.3
Total	3630	3376	-254	-7.0

<i>New Student Headcount</i>	FALL 2014	FALL 2015	Change #	Change %
First-Time Freshmen ¹	905	869	-36	-4.0
Transfers	230	218	-12	-5.2
College Credit Plus (PSEO and Dual Credit)	285	193	-92	-32.3
Non-Degree	9	9	0	0.0
Graduate	41	42	+1	-2.4
Total	1470	1331	-139	-9.5


¹ 18 students were 2015 high school graduates, but had earned previous credit at SSU.

<i>Continuing Student Headcount</i>	FALL 2014	FALL 2015	Change #	Change %
Freshmen	441	373	-68	-15.4
Sophomores	692	620	-72	-10.4
Juniors	605	583	-22	-3.6
Seniors	867	783	-84	-9.7
Non-Degree	63	81	+18	+28.6
Graduate	92	110	+18	+19.6
Total	2760	2550	-210	-7.6

<i>Undergraduate Residency</i>	FALL 2014	FALL 2015	Change #	Change %
Ohio	3641	3312	-329	-9.0
Kentucky	303	292	-11	-3.6
Other US States ²	88	83	-5	-5.7
International ³	43	42	-1	-2.3

² Undergraduates represent 21 states and the District of Columbia.

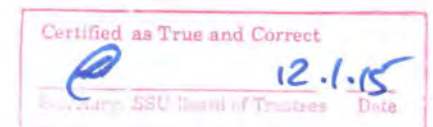
³ Undergraduate international students represent 21 countries.

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 12.1.15
 Date

<i>Undergraduate County of Origin</i> ⁴	FALL 2014	FALL 2015	Change #	Change %
Southern Ohio				
Scioto	1669	1434	-235	-14.1
Lawrence	118	112	-6	-5.1
Adams	288	239	-49	-17.0
Pike	278	281	+3	+1.1
Total	2353	2066	-287	-12.2
Central Ohio				
Franklin	115	117	+2	+1.7
Licking	22	19	-3	-13.6
Delaware	18	19	+1	-5.6
Madison	20	15	-5	-25.0
Pickaway	42	34	-8	-19.1
Fairfield	40	33	-7	-17.5
Union	5	4	-1	-20.0
Ross	137	122	-15	-10.9
Total	398	363	-35	-8.8
Southwestern Ohio/Northern Kentucky				
Brown	63	54	-9	-14.3
Butler	12	23	+11	+91.6
Clermont	56	42	-14	-25.0
Clinton	11	16	+5	+45.5
Hamilton	73	68	-5	-6.8
Highland	57	39	-18	-31.6
Kenton (KY)	0	1	+1	N/A
Warren	35	31	-4	-11.4
Total	307	274	-33	-10.8

⁴ Undergraduates represent 80 of Ohio's 88 counties, 14 Kentucky counties, and 5 West Virginia counties.

<i>Undergraduate Demographics</i>	FALL 2015	%
<i>Gender</i>		
Male	1637	43.9
Female	2092	56.1
<i>Age</i>		
Under 19	910	24.4
19 to 25	2258	60.5
Over 25	561	15.1
<i>Ethnicity</i>		
American Indian/Alaskan	34	0.9
Asian	18	0.5
Black/African American	198	5.3
Hispanic/Puerto Rican	24	0.6
Native Hawaiian/Pacific	6	0.2
White	3165	84.8
Two or more races	72	1.9
Non-Citizen	43	1.2
Unknown/Other	169	4.5



15TH DAY ENROLLMENT REPORT 5 YEAR COMPARISON

<i>Headcount</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Undergraduate	4594	4532	4231	4097	3729
Graduate	93	98	86	133	152
Total	4687	4630	4317	4230	3881

<i>FTE</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Undergraduate	4072	4037	3803	3537	3266
Graduate	71	68	68	93	110
Total	4143	4105	3871	3630	3376

<i>New Student Headcount</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
First-Time Freshmen	968	999	1036	905	869
Transfers	285	305	232	230	218
College Credit Plus (PSEO + Dual Credit)	104	58	71	285	193
Non-Degree	21	13	10	9	9
Graduate	35	30	28	41	42
Total	1413	1405	1377	1470	1331

<i>Continuing Student Headcount</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Freshmen (1-29 hours earned)	810	690	527	441	373
Sophomores (30-59 hours earned)	743	771	719	692	620
Juniors (60-89 hours earned)	636	660	660	605	583
Seniors (90+ hour earned)	962	969	915	867	783
Non-Degree	65	67	61	63	81
Graduate	58	68	58	92	110
Total	3274	3225	2940	2760	2550

<i>Undergraduate Residency</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Ohio	4099	4010	3767	3641	3312
Kentucky	399	401	340	303	292
Other US States	69	88	87	88	83
International	27	33	37	43	42

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12.1.15

Shawnee State Board of Trustees Date

<i>Undergraduate County of Origin</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Southern Ohio					
Scioto	1899	1820	1699	1669	1434
Lawrence	126	114	109	118	112
Adams	209	214	213	288	239
Pike	368	326	302	278	281
Total	2602	2474	2323	2353	2066
Central Ohio					
Franklin	146	133	131	115	117
Licking	25	29	20	21	19
Delaware	12	11	19	18	19
Madison	18	17	27	20	15
Pickaway	55	57	49	42	34
Fairfield	43	37	40	40	33
Union	5	4	5	5	4
Ross	196	191	163	137	122
Total	500	479	454	398	363
Southwestern Ohio/Northern KY					
Brown	78	77	79	63	54
Butler	17	17	17	12	23
Clermont	45	59	45	56	42
Clinton	17	20	13	11	16
Hamilton	70	92	99	73	68
Highland	66	52	53	57	39
Kenton (KY)	1	2	2	0	1
Warren	24	20	24	35	31
Total	318	339	332	307	274

<i>Undergraduate Demographics</i>	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Gender					
Male	1953	1922	1765	1781	1637
Female	2641	2610	2466	2316	2092
Age					
Under 19	952	912	936	987	910
19 to 25	2719	2705	2509	2414	2258
Over 25	923	915	786	696	561
Ethnicity					
American Indian/Alaskan	37	34	30	24	34
Asian/Pacific Islander	15	18	23	16	24
Black/African American	233	252	234	214	198
Hispanic/Puerto Rican	29	28	26	25	24
White	3868	3830	3626	3476	3165
Two or more races	49	56	60	67	72
Non-Citizen	27	33	38	43	43
Unknown/Other	336	281	194	232	169

RESOLUTION F24-15

APPROVAL OF FY2016 OPERATING BUDGET

WHEREAS, the University has been operating under FY2015 continuing spending authority as provided by Resolution F21-15 (copy attached); and

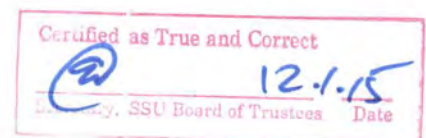
WHEREAS, the University has received a projected state share of instruction (SSI) allocation for FY16 and revenue projections have been developed based on this projection, state supplement, Board-approved tuition and other fees, and enrollment projections for the upcoming academic year; and

WHEREAS, planned expenditures have been estimated anticipating operational, personnel, and programmatic needs of the University that include known and estimated inflationary factors; and

WHEREAS, the President of the University recommends adoption of the proposed budget;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the proposed operating budget for fiscal year 2016 as summarized in the accompanying exhibits.

(September 11, 2015)



RESOLUTION F21-15

CONTINUING UNIVERSITY SPENDING AUTHORITY

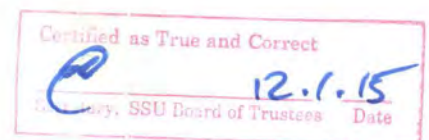
WHEREAS, the state of Ohio has not determined higher education funding support or established tuition and fee increase parameters for the fiscal 2016 -2017 biennium; and

WHEREAS, other external factors including ambiguity related to the State's SSI allocation are resulting in an extraordinarily uncertain budgetary planning environment; and

WHEREAS, due to these conditions and timing constraints, it is necessary to take steps to continue to meet University financial obligations, including payment of salaries and the reallocation of resources for identified needs prior to the time that the FY16 operating budget will be finalized and approved; and

THEREFORE BE IT RESOLVED, effective July 1, 2015 the SSU Board of Trustees approves continuing University Spending Authority consistent with the level of resources as approved for fiscal year 2015 until such time in FY16 that state funding levels of support have been determined and the FY16 operating budget is approved by the Board.

(May 8, 2015)



FY16 Budget Highlights

GENERAL FUND REVENUE

STATE FUNDING

Capital Component – A scheduled payout of funds remaining from previous State of Ohio capital bills, this amount remains steady for FY16, but will decline to zero by FY19.

State Share of Instruction (SSI) – The amount SSU is projected to receive through the performance-based funding formula for Ohio higher education, which rewards course and degree completion. This figure will be adjusted mid-year, once final course completion counts and degrees granted are known for all fourteen Ohio public universities. The direction and magnitude of that adjustment is unpredictable, because it redistributes the state funding pool among all fourteen schools based on their relative performance. During FY15, the mid-year adjustment increased SSU's allocation by \$276,201.

State Share of Instruction (Access Challenge) – An amount set aside for six institutions that serve an access mission in their communities. SSU's allocation has remained steady since FY09, but will be cut by one-third in FY16, decrease by the same amount in FY17, and decline to zero in FY18.

Student Support Services (Disabilities) – A pool of funds designated to assist campuses that spend more than the statewide average per student on support for students with disabilities. This allocation is calculated in the spring, and distributed once per year, with the May or June SSI payment. SSU's disability spending per student full-time equivalent (FTE) exceeded the state average in both FY14 and FY15.

Supplement – A line item in the state operating budget originally created to support SSU's transition from a community college to a university. The amount will remain steady for FY16 and FY17, but must be expended in alignment with the supplement plan submitted during the FY14-FY15 biennium. The goals of that plan were to improve course completion, increase the number of degrees conferred, and further SSU's mission of service to the Appalachian region.

TUITION & STUDENT FEES

Revenue from student tuition and fees is expected to decrease in FY16, as a result of lower undergraduate enrollment. Budgeted amounts are based on the first day of Fall 2015 enrollment, which indicates a 7.9% decrease in billable undergraduate hours, and a 14.3% increase in billable graduate hours relative to FY15. Course and Miscellaneous Fees, the University Center Bond Fee, and undergraduate General, Instructional, and Technology Fees remain unchanged for FY16. Graduate Instructional, General, and Technology Fees, as well as the undergraduate and graduate Non-Resident Surcharges, increased by 2.73% for Fall semester 2015.

OTHER INCOME

Indirect Cost Recovery will decline because some Federal grants have ended. Miscellaneous Income, which includes ticket sales, facilities rentals, vending income, and camp fees, is budgeted just under the three-year average for FY16.

SUPPORT TRANSFERS FROM OTHER FUNDS

This budget eliminates reliance on fund balances (prior year surpluses) in the Agency and Auxiliary funds to support the General Fund. Support from current-year income in the Auxiliary fund continues to defray the cost of custodial and maintenance services to auxiliary operations, as well as psychological counseling for students.

GENERAL FUND EXPENSES & TRANSFERS

COMPENSATION

The salaries budget assumes that only critical vacancies will be filled during FY16, while other vacant positions will be restructured or frozen. A 2% pool is included in this line to cover contractual increases and other adjustments. The benefits line reflects adjusted expense rates for unemployment and workers' compensation benefits, and estimated health care claims.

NON-COMPENSATION

Most categories reflect minor adjustments relative to FY15. Equipment, Buildings, and Property costs vary each year with the size and timing of particular projects. FY15 was the first full fiscal year for External Professional Services as a separate category. The accuracy of projections for this line will improve with another year of performance data.

SUPPORT TRANSFERS TO OTHER FUNDS

Support transfers remain steady to the Agency Fund, which includes student organizations such as Intramural Sports, the Silhouette literary and arts magazine, Student Government Association, Student Programming Board, and University Chronicle student newspaper. Transfers to Auxiliary are increased to replace operating funding that was drawn from Auxiliary fund balances in FY15. Transfers to the Plant Fund are reduced because less revenue is expected from the University Center Bond Fee. 100% of the proceeds from that fee are transferred to the Plant Fund for debt service on the U.C. bond.

GENERAL FUND OPERATING DEFICIT

A use of \$2,418,990 from general fund balances is proposed. While the university made progress in recent years toward reducing its operating deficit, the Fall 2015 enrollment decline exceeded expectations. SSU will work to gradually reduce this deficit over time, by focusing on revenue generation, as well as cost containment. The university's strategy is five-fold:

- 1) Marketing – evaluate and implement innovative strategies.
- 2) Enrollment Management and Student Success – improve effectiveness in student recruitment, enrollment, retention, and graduation.
- 3) Grants – pursue funding to support and enhance programming.
- 4) Advancement – cultivate new partners; build mutually beneficial relationships.
- 5) Events and Conferences – increase the use of campus facilities, particularly in the summer.

AUXILIARY FUND

While the FY16 budget eliminates the use of Auxiliary fund balances to support other funds, \$18,000 from previous years' General Fees, which are dedicated to student services, will be used within the Auxiliary accounts to continue expanded hours for psychiatry support in Counseling & Health Services.

AGENCY FUND

Annual operating support for these student organizations remains unchanged. As indicated by the surplus/deficit pattern for the last few years, several of these organizations will save funds in one year to spend more on an expensive event the following year. Student leaders must plan carefully for this alternating pattern.

PLANT FUND

While support from the Student Bond Fee will decrease in FY16, this is offset by an increased support transfer from Housing Operations in the Auxiliary Fund. As planned, payments on the capital lease will require some use of Plant Fund balances in each year of the payment schedule.

FY16 GENERAL FUND BUDGET

REVENUE	ACTUAL 13	ACTUAL 14	PROJECTED 15	BUDGET 16	Variance BUDGET 16 to PROJECTED 15	%
STATE FUNDING						
Capital Component	64,520	64,520	38,688	38,688	0	0.0%
State Share of Instruction (SSI) - Formula	12,484,972	12,433,613	12,790,884	13,044,689	253,805	2.0%
State Share of Instruction - Access Challenge	1,091,025	1,091,025	1,091,025	727,350	(363,675)	-33.3%
Student Support Services (Disabilities)	0	1,047	11,183	5,000	(6,183)	-55.3%
Supplement	2,326,097	2,326,097	2,326,097	2,326,097	0	0.0%
	<u>15,966,614</u>	<u>15,916,302</u>	<u>16,257,877</u>	<u>16,141,824</u>	<u>(116,053)</u>	<u>-0.7%</u>
TUITION & STUDENT FEES						
Course Fees	1,185,572	1,180,749	1,325,961	1,299,442	(26,519)	-2.0%
General Fee	2,904,867	2,740,658	2,572,352	2,382,856	(189,496)	-7.4%
Instructional Fee	26,188,552	25,505,939	24,277,259	23,061,320	(1,215,939)	-5.0%
Miscellaneous Fees	532,067	527,908	565,229	552,345	(12,884)	-2.3%
Non-Resident Surcharge	767,429	909,236	1,143,241	1,278,040	134,799	11.8%
Technology Fee	434,727	496,337	470,832	437,571	(33,261)	-7.1%
University Center Bond Fee	1,196,970	1,134,143	1,052,210	968,797	(83,413)	-7.9%
	<u>33,210,184</u>	<u>32,494,970</u>	<u>31,407,084</u>	<u>29,980,372</u>	<u>(1,426,713)</u>	<u>-4.5%</u>
OTHER INCOME						
Indirect Cost Recovery	193,416	197,357	192,004	130,000	(62,004)	-32.3%
Miscellaneous Income	622,342	756,379	742,876	702,908	(39,968)	-5.4%
	<u>815,758</u>	<u>953,736</u>	<u>934,880</u>	<u>832,908</u>	<u>(101,972)</u>	<u>-10.9%</u>
TRANSFERS FROM AGENCY FUND	0	0	51,547	0	(51,547)	-100.0%
TRANSFERS FROM AUXILIARY FUND	153,903	457,769	584,742	262,256	(322,486)	-55.2%
TOTAL REVENUE	50,146,460	49,822,778	49,236,130	47,217,360	(2,018,770)	-4.1%
EXPENSES & TRANSFERS						
COMPENSATION EXPENSES						
Benefits	10,839,889	9,906,765	9,985,195	11,051,397	1,066,202	9.5%
Salaries	26,580,219	24,924,865	24,257,292	23,594,100	(663,192)	-2.8%
	<u>37,420,108</u>	<u>34,831,630</u>	<u>34,242,487</u>	<u>34,645,498</u>	<u>403,011</u>	<u>1.1%</u>
NON-COMPENSATION EXPENSES						
Equipment, Buildings, Property	1,034,226	1,347,579	1,615,684	1,178,694	(436,990)	-37.0%
External Professional Services	0	138,242	923,683	589,990	(333,693)	-107.2%
Information, Communication, Shipping	949,516	898,476	982,106	982,106	0	0.0%
Maintenance, Rentals, Service Contracts	1,963,503	1,805,153	1,837,668	1,711,891	(125,777)	-7.3%
Miscellaneous	1,298,181	1,074,704	1,180,168	1,217,277	37,109	3.0%
Scholarships	2,835,046	2,822,031	2,998,218	2,968,000	(30,218)	-1.0%
Supplies	981,403	943,507	1,106,221	973,929	(132,292)	-13.6%
Travel, Entertainment	610,786	484,412	448,457	463,798	15,341	3.3%
Utilities	1,561,744	1,478,533	1,480,019	1,521,297	41,278	2.7%
	<u>11,234,404</u>	<u>10,992,636</u>	<u>12,572,224</u>	<u>11,606,982</u>	<u>(965,242)</u>	<u>-8.3%</u>
TRANSFERS TO AGENCY FUND	139,852	132,195	139,530	139,530	0	0.0%
TRANSFERS TO AUXILIARY FUND	2,678,668	2,297,752	1,902,312	2,015,791	113,694	6.0%
TRANSFERS TO PLANT FUND	1,456,721	1,393,894	1,329,964	1,228,548	(101,416)	-7.6%
TOTAL EXPENSES & TRANSFERS	52,929,753	49,648,107	50,186,516	49,636,349	(680,260)	-1.4%
OPERATING SURPLUS (DEFICIT)	(2,783,293)	174,671	(950,386)	(2,418,990)		
Change in Investment Value	1,302,222	2,112,213	317,982	0		
Change in General Fund Reserves	(1,481,071)	2,286,884	(632,404)	(2,418,990)		

Certified as True and Correct

12.1.15
 Secretary, SSU Board of Trustees. Date

FY16 AUXILIARY FUND BUDGET

REVENUE	ACTUAL 13	ACTUAL 14	PROJECTED 15	BUDGET 16	Variance BUDGET 16 to PROJECTED 15	%
OPERATING INCOME						
Athletics	60,804	78,252	16,612	15,000	(1,612)	-9.7%
Bookstore Commission	222,807	204,240	222,950	235,000	12,050	5.4%
Center for the Arts	466,922	409,539	424,984	433,620	8,636	2.0%
Children's Learning Center	247,081	260,643	289,937	336,226	46,289	16.0%
Event & Conference Services	165,729	157,012	175,156	195,000	19,844	11.3%
Housing Operations	4,074,510	4,169,824	4,067,609	4,325,196	257,587	6.3%
Natorium/Sports Center	59,857	50,760	44,745	47,200	2,455	5.5%
	<u>5,297,710</u>	<u>5,330,270</u>	<u>5,241,993</u>	<u>5,587,242</u>	<u>345,249</u>	<u>6.6%</u>
TRANSFERS FROM GENERAL FUND						
General Fee to Athletics	1,168,042	1,145,793	1,101,238	1,102,932	1,694	0.2%
General Fee to Athletic Scholarships	618,000	618,000	534,000	534,000	0	0.0%
General Fee to Health Clinic	67,500	67,500	70,706	70,706	0	0.0%
General Fee to Natatorium/Sports Center	90,714	96,934	101,153	101,153	0	0.0%
General Fee to Student Life	333,571	171,525	0	0	0	-
General Fee to University Center	186,965	0	0	0	0	-
General Fund to Center for the Arts	199,704	198,000	95,000	207,000	112,000	117.9%
General Fund to Residence Life	1,900	0	0	0	0	-
General Fund to Student Life	12,272	0	0	0	0	-
	<u>2,678,668</u>	<u>2,297,752</u>	<u>1,902,097</u>	<u>2,015,791</u>	<u>113,694</u>	<u>6.0%</u>
TOTAL REVENUE	7,976,378	7,628,022	7,144,090	7,603,033	458,943	6.4%
EXPENSES & TRANSFERS						
OPERATING EXPENSES						
Athletics	1,338,980	1,282,796	1,237,283	1,119,412	(117,871)	-9.5%
Athletic Scholarships	631,015	623,592	610,574	534,000	(76,574)	-12.5%
Bookstore Utilities	11,455	10,019	11,252	10,000	(1,252)	-11.1%
Center for the Arts	642,588	595,369	709,710	652,882	(56,828)	-8.0%
Children's Learning Center	461,379	477,316	496,183	524,990	28,807	5.8%
Event & Conference Services	279,681	395,799	600,140	535,799	(64,341)	-10.7%
Health Clinic	133,340	90,778	128,500	117,468	(11,032)	-8.6%
Housing Operations	2,404,794	2,611,462	2,379,882	2,680,084	300,202	12.6%
Natorium/Sports Center	135,004	149,475	130,031	148,353	18,322	14.1%
Residence Life	811,690	697,361	836,291	796,452	(39,839)	-4.8%
Student Engagement	318,308	178,976	0	0	0	-
	<u>7,168,234</u>	<u>7,112,943</u>	<u>7,139,846</u>	<u>7,119,441</u>	<u>(20,405)</u>	<u>-0.3%</u>
TRANSFERS TO AGENCY FUND						
Housing Operations to Intramural Sports	0	0	3,671	3,704	33	0.9%
	<u>0</u>	<u>0</u>	<u>3,671</u>	<u>3,704</u>	<u>33</u>	<u>0.9%</u>
TRANSFERS TO GENERAL FUND						
Auxiliary Fund Balance	0	301,048	410,306	0	(410,306)	-100.0%
Bookstore	0	0	0	23,413	23,413	
Event & Conference Services	13,000	13,000	13,000	80,750	67,750	521.2%
Housing Operations	140,903	143,721	143,721	158,093	14,372	10.0%
	<u>153,903</u>	<u>457,769</u>	<u>567,027</u>	<u>262,256</u>	<u>(304,771)</u>	<u>-53.7%</u>
TRANSFER TO PLANT FUND						
Housing Operations to Plant	176,000	176,000	110,552	235,633	125,081	113.1%
	<u>176,000</u>	<u>176,000</u>	<u>110,552</u>	<u>235,633</u>	<u>125,081</u>	<u>113.1%</u>
TOTAL EXPENSES & TRANSFERS	7,498,137	7,746,712	7,821,096	7,621,034	(200,062)	-2.6%
OPERATING SURPLUS (DEFICIT)	478,241	(118,690)	(677,006)	(18,000)		

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12-1-15

Secretary, SSU Board of Trustees Date

FY16 AGENCY FUND BUDGET

REVENUE	ACTUAL 13	ACTUAL 14	PROJECTED 15	BUDGET 16	Variance BUDGET 16 to PROJECTED 15	%
OPERATING REVENUE						
Intramural Sports	0	20	0	0	0	-
Student Government Association	0	25	20	0	(20)	-
Student Programming Board	46,483	37,296	38,179	35,000	(3,179)	-8.3%
University Chronicle (Newspaper)	848	1,280	403	0	(403)	-100.0%
	<u>47,331</u>	<u>38,621</u>	<u>38,602</u>	<u>35,000</u>	<u>(3,602)</u>	<u>-9.3%</u>
TRANSFERS FROM AUXILIARY FUND						
Housing Operations to Intramural Sports	0	0	3,671	3,704	33	0.9%
	<u>0</u>	<u>0</u>	<u>3,671</u>	<u>3,704</u>	<u>33</u>	<u>0.9%</u>
TRANSFERS FROM GENERAL FUND						
General Fee to Intramural Sports	22,657	16,300	15,336	23,635	8,299	54.1%
General Fee to Silhouette (Literary and Arts Magazine)	6,210	6,210	6,210	6,210	0	0.0%
General Fee to Student Government Association	29,685	34,685	34,685	34,685	0	0.0%
General Fee to Student Programming Board	66,300	60,000	60,000	60,000	0	0.0%
General Fee to University Chronicle	15,000	15,000	15,000	15,000	0	0.0%
	<u>139,852</u>	<u>132,195</u>	<u>131,231</u>	<u>139,530</u>	<u>8,299</u>	<u>6.3%</u>
TOTAL REVENUE	187,183	170,816	173,504	178,234	4,730	2.7%
EXPENSES & TRANSFERS						
OPERATING EXPENSES						
Intramural Sports	23,325	17,423	18,358	27,339	8,981	48.9%
Silhouette	4,200	5,607	11,127	6,210	(4,917)	-44.2%
Student Government Association	53,239	27,791	44,331	34,685	(9,646)	-21.8%
Student Programming Board	138,456	90,522	104,974	95,000	(9,974)	-9.5%
University Chronicle	10,867	12,658	17,227	15,000	(2,227)	-12.9%
	<u>230,087</u>	<u>154,001</u>	<u>196,017</u>	<u>178,234</u>	<u>(17,783)</u>	<u>-9.1%</u>
TRANSFERS TO GENERAL FUND						
Agency Fund Balance	0	0	51,547	0	(51,547)	-100.0%
	<u>0</u>	<u>0</u>	<u>51,547</u>	<u>0</u>	<u>(51,547)</u>	<u>-100.0%</u>
TOTAL EXPENSES & TRANSFERS	230,087	154,001	247,564	178,234	(69,330)	-28.0%
OPERATING SURPLUS (DEFICIT)	(42,904)	16,815	(74,060)	0		


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12.1.15

Date

FY16 PLANT FUND BUDGET

REVENUE	ACTUAL 13	ACTUAL 14	PROJECTED 15	BUDGET 16	Variance BUDGET 16 to PROJECTED 15	%
TRANSFERS FROM GENERAL FUND						
General Fee to Plant	259,751	259,751	259,751	259,751	0	0.0%
Student Bond Fee to Bond Debt Repayment	1,196,970	1,134,142	1,052,560	968,797	(83,763)	-8.0%
	<u>1,456,721</u>	<u>1,393,893</u>	<u>1,312,311</u>	<u>1,228,548</u>	<u>(83,763)</u>	<u>-6.4%</u>
TRANSFER FROM AUXILIARY FUND						
Housing Operations to Plant	176,000	176,000	110,552	235,633	125,081	113.1%
	<u>176,000</u>	<u>176,000</u>	<u>110,552</u>	<u>235,633</u>	<u>125,081</u>	<u>113.1%</u>
TOTAL REVENUE	1,632,721	1,569,893	1,422,863	1,464,181	41,318	2.9%
EXPENSES						
DEBT SERVICE						
IT Infrastructure Upgrade Project Capital Lease	0	0	663,822	663,822	0	0.0%
University Center Bond Issue (2007)	1,321,800	1,314,400	1,186,400	1,187,600	1,200	0.1%
	<u>1,321,800</u>	<u>1,314,400</u>	<u>1,850,222</u>	<u>1,851,422</u>	<u>1,200</u>	<u>0.1%</u>
TOTAL EXPENSES	1,321,800	1,314,400	1,850,222	1,851,422	1,200	0.1%
OPERATING SURPLUS (DEFICIT)	310,921	255,493	(427,359)	(387,241)		

Prepared as True and Correct

 Secretary, SSU Board of Trustees Date 2.1.15

RESOLUTION F25-15

**APPROVAL OF SHAWNEE STATE UNIVERSITY
AND
SHAWNEE EDUCATION ASSOCIATION
2015-2018 COLLECTIVELY BARGAINED AGREEMENT**

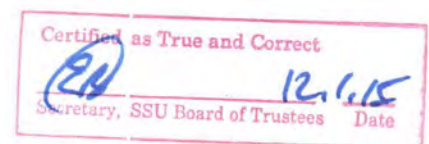
WHEREAS, in accordance with O.R.C. 4117, formal negotiating sessions were held between the University (SSU) and Shawnee Education Association (SEA) resulting in the parties reaching a tentatively accepted agreement regarding wages, terms, and conditions of employment; and

WHEREAS, the tentative agreement was ratified in its entirety by the SEA membership; and

WHEREAS, the President recommends that the Board of Trustees approve the tentative agreement;

THEREFORE BE IT RESOLVED that the Board of Trustees approves the 2015 – 2018 SSU/SEA collectively bargained agreement (CBA) and extends appreciation for the successful negotiations to the members of both negotiating teams.

(September 11, 2015)



RESOLUTION F26-15

APPROVAL OF POLICY 4.69REV, CONCERN RESOLUTION FOR ADMINISTRATORS

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

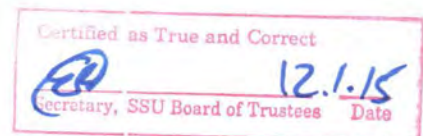
WHEREAS, Policy 4.69Rev, Concern Resolution for Administrators, was last reviewed and approved by the Board of Trustees on August 11, 2000, and requires technical revisions due to organizational changes and is updated to conform to the University's established policy and procedure format; and

WHEREAS, the draft revisions to the policy and procedures were reviewed with the administrative constituency group and a favorable response was received; and

WHEREAS, related procedures to implement the revised policy are provided for informational purposes;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby approves Policy 4.69Rev, Concern Resolution for Administrators.

(September 11, 2015)



Shawnee State University


POLICY TITLE:	CONCERN RESOLUTION FOR ADMINISTRATORS
POLICY NO. :	4.69 REV
ADMIN CODE:	3362-4-40
PAGE NO.:	1 OF 1
EFFECTIVE DATE:	09/11/15
NEXT REVIEW DATE:	09/2018
RESPONSIBLE OFFICER(S):	VPF&A/DIRECTOR OF HUMAN RESOURCES
APPROVED BY:	BOT

- 1.0 It is important at Shawnee State University to provide all employees with an opportunity to resolve concerns they may have about their roles, working conditions, application of University policies, and other matters. The University encourages open communication between employees and supervisors.
- 2.0 This policy applies to Administrative Staff (Administrators / ATSS) only. Matters such as discrimination and harassment will be addressed through other university policies. Administrative employees may have their concerns addressed through both informal and formal processes described in the related procedure. Administrators with supervisory responsibility at all levels of the University will make reasonable efforts to resolve the concern in a timely manner.
- 3.0 Administrative employees have the right to disagree with a University process or decision, but that does not automatically mean the process or decision is unreasonable, unfair, or discriminatory; disagreement also may not change the decision or the process.
- 4.0 No employee will be retaliated against for using the University's concern resolution process in good faith.

History

Effective: 06/18/93
Revised: 09/11/15; 08/11/00

Applicable Procedures: 4.69:1 Concern Resolution for Administrators

Certified as True and Correct
 12.1.15
Secretary, SSU Board of Trustees Date

Shawnee State University

AREA:	BUSINESS AFFAIRS	POLICY NO.:	4.69 (Rev)
		PAGE NO.:	1 OF 2
		EFFECTIVE DATE:	8/11/00
		RECOMMENDED BY:	Roger Murphy
SUBJECT:	CONCERN RESOLUTION FOR EMPLOYEES NOT INVOLVING CONTRACTUAL MATTERS	APPROVED BY:	

1.0 PROCEDURE

- 1.1 By means of the procedures that follow, Shawnee State University guarantees an opportunity for all employees to express a concern. The resolution of certain concerns (such as sexual harassment, discrimination, etc.) may be addressed through other policies, which can be identified by the Personnel Department.
- 1.2 Friendly discussion of the problem with the supervisor is encouraged. Such problems should be resolved at the earliest stage of discussion. The supervisor should notify the next level of management that a concern has been filed.

2.0 PROCESS

- 2.1 **Informal open meeting with immediate supervisor.** This should be a friendly discussion of the situation at hand. After this meeting, should the employee wish to start the formal concern resolution procedure, he/she will need to get the proper paperwork from the Personnel Department. If the staff member does not take the concern to the next step within two weeks, the matter shall be considered resolved. If a supervisor does not respond in a timely manner (typically within two weeks), the concern can be taken to the next step of the formal procedure. The supervisor at each level will send the original copy of their decision to Personnel with a copy to the next level supervisor.
- 2.2 **Formal meeting with immediate supervisor.** This meeting should typically take place within seven (7) working days from the date of filing the formal paperwork. The supervisor and the employee shall make every effort to resolve the problem. The supervisor will typically respond within seven (7) working days to inform the staff member, the Personnel Department, and the next level supervisor of the decision in writing.
- 2.3 **Meet with next level supervisor.** If the concern is not resolved in 2.2, the employee will submit in writing, after receiving the written decision from their immediate supervisor and within the time frame established in 2.2, a request for a meeting with the next level supervisor. This meeting will include the employee, the employee's immediate supervisor, and the next level supervisor. The next level supervisor will typically have seven (7) working days to inform the employee, the employee's immediate supervisor, and the Personnel Department of the decision in writing. If the supervisor at this level is the Divisional V.P., the matter automatically skips this step and proceeds to 2.4.
- 2.4 **Meet with Divisional V.P.** If the concern is not settled to the employee's satisfaction after the meeting in 2.3, the employee may submit in writing a request to meet with the Divisional V.P. The V.P. shall meet with the employee typically within seven (7) working days after receiving written notice from the employee. The employee or the V.P. may

request an open meeting with all parties involved. The V.P. will submit in writing his/her findings to all involved parties.

- 2.5 **Meet with the President.** If the decision is still not satisfactory to the employee, he/she may request in writing a meeting with the President. The President will review, request any additional information needed, and then meet with the employee and Divisional V.P. within the typical time frame. The President shall reply to all parties involved, in writing. The President's decision will be final.
- 2.6 **Filing of forms.** The original copies of all forms must be filed with the Personnel Department. If needed, copies may be requested by contacting the Personnel Department. These forms will not be placed in the employee's personnel file.

INFORMATION ONLY

PROCEDURE TITLE:	CONCERN RESOLUTION
PROCEDURE NO.:	4.69:1
RELATED POLICY:	4.69REV
PAGE NO.:	1 OF 2
RESPONSIBLE ADMINISTRATOR(S):	VPF&A/DIRECTOR OF HUMAN RESOURCES
EFFECTIVE DATE:	09/11/15
NEXT REVIEW DATE:	09/2018
APPROVED BY:	PRESIDENT

1.0 STEP 1 – INFORMAL MEETING WITH IMMEDIATE SUPERVISOR

A meeting should be scheduled for a collegial conversation about the concern between the employee and immediate supervisor. In many cases, the concern can be resolved during the meeting. If it cannot be resolved at that meeting, or if more a more complex series of actions are required, a plan to address should be developed within two weeks of the informal meeting. It is expected that this informal meeting process can be followed to resolution.


2.0 STEP 2 – FORMAL MEETING WITH THE IMMEDIATE SUPERVISOR

2.1 If no discernable action has taken place after two weeks have passed, the employee has the opportunity to move to the next step of the process – a formal meeting with the immediate supervisor. This step is initiated by the employee through a Concern Resolution Form. The employee will complete the form and submit copies of the form to the immediate supervisor and the Director of HR (or Associate Director of HR if Director is unavailable)

2.2 Normally within seven days of submitting the form, there will be a formal meeting between the employee and supervisor. An HR representative may be in attendance if invited by either the employee or supervisor. Records of the discussion and outcome will be generated. Within seven working days after the formal meeting, the supervisor will inform the employee of his / her response in writing, with a copy to the HR Director or designee.

3.0 STEP 3 – FORMAL MEETING WITH THE NEXT LEVEL SUPERVISOR (IF ORGANIZATIONALLY APPROPRIATE)

If the concern cannot be resolved at Step 2, the employee can choose to request a meeting with the next level supervisor. An HR representative may be in attendance if invited by either the employee or next level supervisor. Records of the discussion and outcome will be generated. The next level supervisor should schedule a meeting within seven days of the request; the meeting may or may not occur within that seven day window. In this

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Secretary, SSU Board of Trustees 12-1-15
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meeting, the documentation from the previous steps will be reviewed, and the participants will explore the reasons why the concerns have not been resolved. Within seven working days, the next level supervisor will inform the employee, the immediate supervisor, and HR of the decision and any corresponding course of action to be taken.

4.0 STEP 4 – FORMAL MEETING WITH THE DIVISIONAL VICE PRESIDENT

If the concern cannot be resolved at Step 3, the employee can choose to request a meeting with the Divisional Vice President. An HR representative may be in attendance if invited by either the employee or Vice President. Records of the discussion and outcome will be generated. The Vice President should schedule a meeting within seven days of the request; the meeting may or may not occur within that seven day window. In this meeting, the documentation from the previous steps will be reviewed, and the participants (the employee and the last supervisor to review the concern) will explore the reasons why the concerns have not been resolved. Within seven working days, the Vice President will inform the employee, all involved supervisors, and HR of the decision and any corresponding course of action to be taken. The decision of the Vice President is final.

History

Effective: 09/11/15

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Secretary, SSU Board of Trustees 12.1.15
Date

RESOLUTION F27-15

APPROVAL OF PLAN FOR STUDENT COST REDUCTION

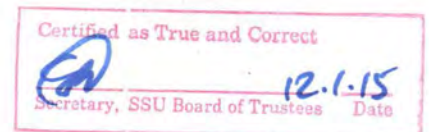
WHEREAS, in accordance with HB64, Section 369.600, the board of trustees of each state institution of higher education is directed to develop and implement a plan to provide in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by five percent; and

WHEREAS, not later than October 15, 2015, the board of trustees of each state institution of higher education shall submit the Plan required under this section to the Chancellor of Higher Education; and

WHEREAS, the President initiated a collaborative effort to identify and assess cost drivers that are applicable to in-state, undergraduate students, and a Plan that identifies current and potential cost-saving strategies has been developed;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Shawnee State University hereby approves the attached Plan for Student Cost Reduction.

(September 11, 2015)



Name of Institution: Shawnee State University

Legislative Requirements

House Bill 64 Section 369.600 requires the board of trustees of each state institution of higher education to develop and implement a plan to provide all in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by five per cent.

Plans are due to the Chancellor by October 15, 2015.

Total Cost of Attendance at Institution

Please provide a breakdown of average tuition, fees, room, board, textbooks, etc., for a full-time student, living on campus. (Add explanation as necessary)


Type of Cost	Average Cost (Dollar Amount)
Tuition/Fees	\$7,366
Room/Board	\$9,766
Books/Supplies	\$1,440
Transportation	\$ 920
Personal	\$2,760
Loan Fees	\$ 74
Total: \$22,326 / academic year	

Outline Options for reducing costs:

(1) Reducing the credit hours required to complete an associate or baccalaureate degree offered by the institution

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
While ensuring continued compliance with accreditation standards for SSU's health science programs, consider reducing the credit hours for specific clinical courses by changing the credit to clock hour ratio. For example, instead of receiving 4 hours of credit for 8 hours of a clinical experience (ratio of 1:2), a student would earn 2 hours of credit for 8 hours of a clinical experience (a ratio of 1:4), reducing the tuition cost for these courses by half. Ensure all clinical lab courses follow the same credit to clock hour ratio.	↓ 2hrs = \$613.68 X 6 courses = \$3,682.08	8.2% for associate degrees; 4.1% for baccalaureate degrees.
Examine all courses over 3 credit hours. Restructure and reduce hours where possible. 15.5% of SSU's courses are greater than 3 hours.	1hr = \$306.84; 2hr = \$613.68.	2.7-8.2% per term for students in affected majors.

(2) Offering a tuition discount or rebate to any student that completes a full load of coursework, as determined by the board of trustees. ("Tuition" means the instructional and general fees charged by a state institution of higher education.)


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Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
SSU's undergraduate tuition is the second lowest among the 13 university main campuses, so we need to develop a tuition discount or rebate with caution. We will explore reallocating existing university scholarship dollars to incentivize retention, persistence, and the completion of full course loads.	To be determined	To be determined

(3) Offering a tuition discount or rebate or reduced tuition option to students enrolling in a summer semester or quarter ("Tuition" means the instructional and general fees charged by a state institution of higher education.)


Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Investigate offering a 10-20% tuition discount for summer term if a student completes a full load (30 semester hours) during the regular academic year.	\$92-\$736, depending on summer course load and amount of discount.	Up to 1.6% for associate degrees; up to 2.5% for baccalaureate degrees.

(4) Offering online courses or degrees

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Work with the faculty to develop online offerings to satisfy the majority of SSU's General Education Program requirements. Because 34 hours of each baccalaureate degree are GEP requirements, this would avoid up to two semesters' transportation costs.	\$920	2.1% for associate degrees; 1.0% for baccalaureate degrees.
Bachelor of Science in Nursing major requirements are offered online; student can avoid transportation costs for up to 4 semesters.	\$1,840	2.1% of degree cost.

(5) Reducing the cost of textbooks using cost-saving measures identified and implemented by the board of trustees


Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Build on the success of our existing textbook rental program by encouraging faculty to adopt course materials earlier. Rentals save students up to 80% off the new price.	\$400,000 total savings for SSU students achieved during AY14-15.	Up to 5.2%.
Encourage the adoption and purchase of digital textbook options. Currently, 31% of SSU's titles are offered digitally, but we have a penetration rate of only 1.3%.	To be determined	To be determined

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Explore the adoption and delivery of open educational resources. Our bookstore partner is implementing a software solution to support the selection and delivery of these materials, beginning with the fall 2016 term.	To be determined	To be determined
Explore including the cost of course materials in the fees for certain courses, which may allow negotiation of lower purchase prices for those materials with the publishers.	To be determined	To be determined
Developmental Math has adopted one textbook with appropriate software for use in all DE math courses, allowing students to use the same materials for up to four sequential courses, including college-level statistics.	Up to \$450 for students needing multiple courses in the sequence.	Up to 1.0%.
Faculty have adopted an open source e-text for Calculus courses, which can be downloaded at no cost to students.	\$150	1.3% for the term.
A popular General Education science course for non-science majors has moved from a textbook to faculty-authored handouts.	\$100	0.9% for the term.
SSU has paid faculty members \$2,000 - \$4,000 to develop lab manuals that are used in all sections of the following courses: General Chemistry 1, General Biology 1 and 2, Physics 1, and Calculus-Based Physics 1. An additional manual for Intro to Organic Chemistry and Organic Chemistry 1 will be ready for Spring semester 2016. In most cases, the student savings from these alternative materials will exceed the university's investment within one academic year. SSU will explore other subjects in which this may be a feasible model.	\$43-191 per student, per course (some students take up to four of the affected courses).	Up to 0.5% of the cost of a Natural Sciences or pre-med baccalaureate degree.
Faculty in the Computer Aided Drafting & Design and Digital Simulation & Gaming majors have compiled and adopted open source software, notes and lab exercises, resulting in cost savings for students.	\$100-\$150 per traditional textbook not used.	Up to 3.0% for majors.

(6) Incorporation of remediation in the coursework and curriculum of credit-bearing courses

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
The University College and Math Department are piloting a co-requisite math course during Fall 2015. Students will be enrolled simultaneously in developmental math and college level math with support from the Math lab and tutoring. Successful students will reduce the time required to complete their math sequence by one semester.	\$920.52 (and prevent the need for an additional semester of enrollment).	2.0% for associate degree; 1.0% for baccalaureate degree.


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(7) Offering a fixed rate of instructional and general fees for any additional credits taken by students above a full course load, as determined by the board of trustees

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
A flat overload rate that applies to a wide range of overload hours may discourage reasonable levels of overload for some students, and encourage unrealistic loads for others. SSU will explore discounted overload rates for enrollment in 18-21 semester hours, but a higher rate for 22+ credit hours, as many students are not prepared to handle excessive overload hours.	To be determined	To be determined

(8) Offering fast-track degree completion programs


Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Explore 3+2 offerings to complete an undergraduate and graduate degree simultaneously.	Up to one year of undergraduate enrollment (\$22,326).	Up to 25%.
Academic program reviews are currently underway, which will address the possibilities for reducing the time-to-degree.	Up to one term of enrollment (\$11,163).	Up to 12.5%.

(9) Eliminating, reducing or freezing auxiliary fees ("Auxiliary fees" mean charges assessed by a state institution of higher education to a student for various educational expenses including, but not limited to, course-related fees, laboratory fees, books and supplies, room and board, transportation, enrollment application fees, and other miscellaneous charges. "Auxiliary fees" do not include instructional or general fees uniformly assessed to all students.)

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
All course, application, and miscellaneous fees, except housing and meal plans were frozen for AY15-16.	\$25-\$300 per student.	Up to 1.3%.
For two years, SSU has not passed along the full contractual meal plan rate to students. This saved the average resident \$41 in AY15, and \$84 in AY16. SSU will continue this cost-sharing approach to maintain the affordability of its meal plan options.	\$84 per residential student.	0.4% for affected students.

(10) Increased participation in the college credit plus program

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Apply to ODHE for permission to charge the College Credit Plus default rates to students who are enrolled in high schools with which SSU has a	One year of undergraduate enrollment (\$22,326) for each 30 semester hours	Up to 50% of an associate degree; 25% of a baccalaureate.

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 Secretary, SSU Board of Trustees Date 12.1.15


formal agreement, but who were not funded for the academic year.	completed during high school.	
Offer various plans to complete 30 semester hours/academic year within the College Credit Plus program.	One year of undergraduate enrollment (\$22,326).	Up to 50% of an associate degree; 25% of a baccalaureate.

(11) Offering programs to reduce or eliminate the need for remediation coursework

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Partnering with our largest feeder high school (University College developmental Math instructor working directly with the high school Math department and students) to provide information on college ready placement and expectations for math coursework. The goal is fewer developmental math placements.	\$920.52 for each developmental course avoided.	2.1% for associate degree; 1.0% for baccalaureate degree.
SSU is piloting a program to offer students an opportunity to participate for free in the Math ALEKS Summer Bridge Program. The actual cost of the ALEKS is currently \$38 per student (subscriptions are paid by a local business partner). Students work over the summer on math skills and prepare for an assessment and new math course placement. In the pilot, students have advanced from one to four courses in their math placement sequence. Continuation of the program will hinge on the software cost, and the acceptance of ALEKS (as opposed to the ACT) as a placement instrument by the state of Ohio.	Up to \$3,682.08 and 4 terms (2 years) of time in the sequence.	8.2% for associate degree; 4.1 for baccalaureate degree.
Refer students with a Math ACT score below 13 to the Adult Basic Education program for remediation. There is no cost to the student for these services.	\$920.52 for each developmental course avoided.	2.1% for associate degree; 1.0% for baccalaureate.

(12) Other options offered by the institution

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Identify avenues to prevent charging course-by-arrangement fees to students, when the course is necessary for timely degree completion.	\$150 per credit hour.	Up to 4.0% per term for affected students.
Study the possibility of implementing a guaranteed cohort tuition rate, to stabilize financial planning for students and encourage timely degree completion.	To be determined	To be determined

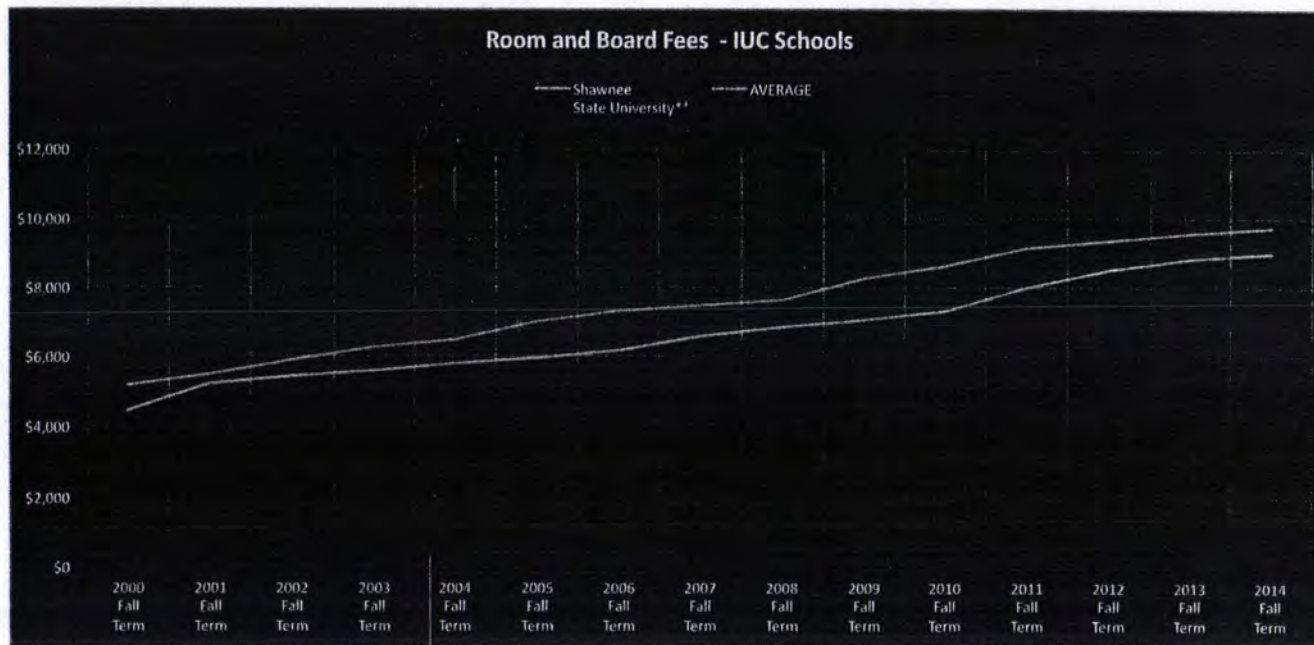
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 Secretary, SSU Board of Trustees 12.1.15
 Date

SHAWNEE STATE UNIVERSITY HOUSING FEE COMPARISON

Shawnee State University's housing fees were lower than the state average for each of the last 15 years. SSU has been in the lowest quartile for housing costs for 14 of the last 15 years.

Source: Department of Higher Education's Annual Survey of Student Charges

<https://www.ohiohighered.org/data-reports/tuition-financial-aid> <<https://www.ohiohighered.org/data-reports/tuition-financial-aid>>



ROOM AND BOARD FEES, UNIVERSITY MAIN CAMPUSES* // ANNUAL FEE

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
BOWLING GREEN STATE UNIVERSITY**	\$4,910	\$5,190	\$5,502	\$5,892	\$6,224	\$6,434	\$6,684	\$6,878	\$7,020	\$7,310	\$7,510	\$7,964	\$8,064	\$8,244	\$8,244
CENTRAL STATE UNIVERSITY	\$5,031	\$5,208	\$5,727	\$6,069	\$4,062	\$6,982	\$7,402	\$6,170	\$3,978	\$7,920	\$8,198	\$8,484	\$8,782	\$9,046	\$9,318
CLEVELAND STATE UNIVERSITY**	\$5,038	\$5,340	\$5,660	\$6,000	\$6,476	\$6,680	\$7,010	\$7,192	\$7,724	\$7,794	\$9,987	\$10,398	\$11,848	\$10,206	\$10,398
KENT STATE UNIVERSITY	\$4,764	\$5,150	\$5,570	\$6,050	\$6,410	\$6,640	\$6,880	\$7,200	\$7,500	\$7,940	\$8,376	\$8,830	\$9,176	\$9,536	\$9,908
MIAMI UNIVERSITY**	\$5,590	\$5,970	\$6,240	\$6,680	\$7,010	\$7,610	\$8,140	\$8,600	\$8,998	\$9,458	\$9,786	\$10,640	\$10,596	\$10,900	\$11,058
OHIO STATE UNIVERSITY**	\$5,397	\$5,697	\$6,219	\$6,508	\$6,909	\$7,275	\$7,236	\$7,582	\$8,037	\$8,409	\$8,874	\$9,378	\$9,495	\$9,850	\$10,260
OHIO UNIVERSITY**	\$5,922	\$6,351	\$6,777	\$7,320	\$7,539	\$7,686	\$7,839	\$8,316	\$8,688	\$9,141	\$9,621	\$9,753	\$9,732	\$10,850	\$10,196
SHAWNEE STATE UNIVERSITY**	\$4,436	\$6,232	\$5,421	\$5,583	\$5,772	\$5,967	\$6,144	\$6,590	\$6,824	\$7,072	\$7,314	\$8,012	\$8,526	\$8,865	\$9,039
UNIVERSITY OF AKRON**	\$5,420	\$5,672	\$5,959	\$6,268	\$6,660	\$7,208	\$7,640	\$8,003	\$8,311	\$8,697	\$9,160	\$9,586	\$9,878	\$10,382	\$10,968
UNIVERSITY OF CINCINNATI**	\$6,399	\$6,498	\$6,774	\$7,113	\$7,425	\$7,890	\$8,286	\$8,799	\$9,240	\$9,702	\$9,702	\$9,780	\$10,170	\$10,290	\$10,456
UNIVERSITY OF TOLEDO**	\$4,798	\$5,062	\$6,702	\$6,838	\$7,422	\$7,472	\$8,325	\$8,088	\$8,711	\$9,478	\$8,568	\$9,922	\$9,738	\$10,076	\$10,304
WRIGHT STATE UNIVERSITY**	\$4,737	\$4,806	\$5,034	\$5,301	\$6,204	\$6,642	\$6,987	\$7,458	\$7,335	\$7,590	\$7,800	\$8,511	\$7,832	\$8,076	\$8,010
YOUNGSTOWN STATE UNIVERSITY	\$4,800	\$4,970	\$5,320	\$5,700	\$6,100	\$6,280	\$6,490	\$6,740	\$7,090	\$7,400	\$7,600	\$7,900	\$8,150	\$8,475	\$8,645
AVERAGE	\$5,157	\$5,473	\$5,916	\$6,256	\$6,478	\$6,982	\$7,313	\$7,509	\$7,650	\$8,301	\$8,654	\$9,166	\$9,384	\$9,600	\$9,754

*Rates are computed on average Fall double-occupancy room rates, the specified number of meals per week, and either 2 semesters or 3 quarters. // **Denotes institutions offering a variety of room and board plans.

Certified as True and Correct
 Secretary, SSU Board of Trustees
 Date 12.1.15

PERSONNEL INFORMATION ITEMS
Board of Trustees

Personnel Action	Name	Employment Status		Effective	Salary	Comments
		From	To			
Appointments	Ryan Warner		Director, CIPA	07/01/15	\$51,524	Masters Degree, Marshall Univ.; Coordinator of Study Abroad, Marshall Univ., 4 yrs.
	Amanda Means		Admission Officer	08/03/15	\$34,500	Bachelors Degree, Marshall Univ.; Marshall Univ., Office of Recruitment, 3 yrs.
	Kenny Livingston		CLC Classroom Teacher	08/17/15	\$25,715	Bachelors Degree, SSU; Teacher, Sciotoville Elementary Academy, 3 yrs.
	Kristina Darnell		Visiting Faculty, Radiology	08/24/15	\$36,175	Masters Degree, Nebraska Methodist College, Dec. 2015
	Sean Forster		Visiting Faculty, Nursing	08/24/15	\$39,025	Masters Degree, Thomas Jefferson Univ.; Registered Nurse and Case Manager, 4 yrs.
	Mariah Woodward		Visiting Faculty, Dental Hygiene	08/24/15	\$40,925	Masters Degree, American Public Univ.; Our Lady of Bellefonte Hospital, 4 yrs.
	Laura Hakala		Asst. Professor, English	08/24/15	\$44,725	PhD, Univ. Southern Miss.; Professor, Georgia Southern Miss, 5 yrs.
	Monica Orlando		Asst. Professor, English	08/24/15	\$45,675	PhD, Case Western Univ.; Graduate Teaching Asst., Case Western, 5 yrs.
	Loretta Harvey		Visiting Faculty, Teacher Ed	08/24/15	\$45,675	Masters Degree, Marshall Univ., pursuing PhD, Ohio Univ.; Adjunct & STEM Coord at SSU
	Justin Rex		Asst. Professor, Social Science	08/24/15	\$46,625	PhD, Wayne State Univ.; Sr. Lecturer, Wayne State Univ., 2 yrs.
	Valerie Long		Asst. Professor, Mathematics	08/24/15	\$48,525	PhD, Ohio University; Marburn Academy, Math Program Coord, 9 yrs.
	Tryphina Robinson		Asst. Professor, Teacher Ed	08/24/15	\$50,425	Masters, Univ. of North Carolina; Instructional Coach, Cumberland County Schools, 10 yrs.
	Jodi Dunham		Visiting Faculty, Teacher Ed	08/24/15	\$51,375	PhD, Union Inst & Univ; Teacher, Valley Local School District, 10 yrs.
	Coby Long		Asst. Professor, Teacher Ed	08/24/15	\$54,225	PhD, Ohio Univ.; Assoc. Prof., Southern State, 7 yrs.
	Paul Yost		Visiting Faculty, DIET Computer	08/24/15	\$56,125	Masters Degree, Univ. of Cincinnati; Chief of Research & Development, YEI/Yost
Alberto Poxes		Sr. Instructor, Sports Studies	08/24/15	\$56,125	PhD, Univ. Southern Miss.; Asst. Prof., Messiah College, 3 yrs.	
Sarah Boehle		Asst. Professor, Business Admin. Healthcare Administration	08/24/15	\$58,025	PhD, Miami University; Director, Retirement Village, 6 yrs.	

Certified as True and Correct
 Secretary, SSU Board of Trustees
 12-1-15
 Date

PERSONNEL INFORMATION ITEMS
Board of Trustees

Changes in Status	Nicole Neal	Director, Financial Aid	Director, Financial Aid and Student Business Center	07/01/15	\$68,967	Assumed additional responsibilities of Student Business Center Director
	Mark Romesser	Visiting Faculty, FDPA	Asst. Professor, FDPA	07/01/15	\$59,925	
	Nikki Karabinis	Asst. Director, Student Career Development	Director, Student Career Development	07/01/15	\$50,436	Promotion
	Dave Todt	Administrative Sabbatical	Professor, Natural Science	08/01/15	\$83,675	Returned from administrative sabbatical to faculty position
	Glenna Heckler-Todt	Sr. Instructor, University College	Advising & Academic Resources Director	08/01/15	\$62,000	Promotion
	Pablo Salinas	Visiting Faculty, English & Humanities, Spanish	Asst. Professor, English & Humanities, Spanish	08/24/15	\$45,675	
	Daniel O'Connor	Visiting Faculty, FDPA	Asst. Professor, FDPA	08/24/15	\$45,675	
	Sarah Clausing	Secretary, Dean CPS	Visiting Faculty, Business Administration	08/24/15	\$49,475	Promotion and transfer to faculty position
Terminations	Jacqueline Camley	Sr. Instructor, Athletic Training		05/12/15		Resignation
	Kate Kerr	Interim Director, CIPA		07/01/15		End of Contract
	Shane Hatfield	Police Sergeant		07/20/15		Resignation
	Laura Eggert	Residence Coordinator		07/22/15		Resignation
	William Pete Duncan	Director, Office of Instructional Technologies		08/01/15		Retirement
	Jerry McCoy	Assoc. Professor, Bus. Admin. Healthcare Administration		08/01/15		Retirement
	Barbara Duncan	Profesor, Dental Hygiene		08/01/15		Retirement
	Brenda Renfroe	Assoc. Professor, Radiology		08/01/15		Retirement
	John Redoutey	Instructor, EMT		08/04/15		Resignation
	Ryan Gamm	Asst. Professor, Teacher Ed		08/04/15		Resignation
	Steve Cunningham	Project Director, Upward Bound Math Science Program		08/07/15		Resignation
Sylvester James Aji	CAS Advising Coordinator		08/17/15		Resignation	

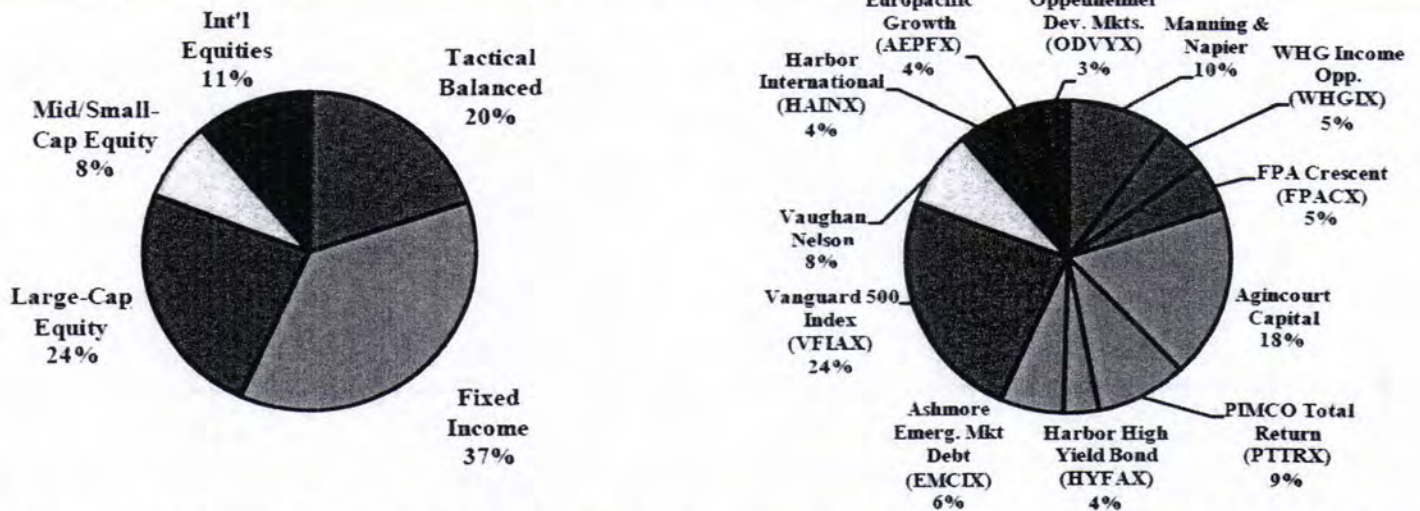
Ref: Policy 5.16Rev., President's Authority University Personnel Actions

12.1.15

Asset Allocation for Period Ending August 31, 2015

	Domestic Large-Cap Equity	Domestic Mid/Small- Cap Equity	Int'l Equity	Tactical Balanced	Fixed Income	Cash	Total	
Vanguard 500 Index (VFIAX)	\$ 3,696,309	-	-	-	-	-	\$ 3,696,309	24%
Vaughan Nelson	-	\$ 1,208,590	-	-	-	-	\$ 1,208,590	8%
Harbor International (HAINX)	-	-	\$ 610,622	-	-	-	\$ 610,622	4%
Europacific Growth (AEPFX)	-	-	\$ 665,963	-	-	-	\$ 665,963	4%
Oppenheimer Dev. Mkts. (ODVYX)	-	-	\$ 436,548	-	-	-	\$ 436,548	3%
Manning & Napier	-	-	-	\$ 1,539,975	-	-	\$ 1,539,975	10%
WHG Income Opp. (WHGIX)	-	-	-	\$ 728,782	-	-	\$ 728,782	5%
FPA Crescent (FPACX)	-	-	-	\$ 769,599	-	-	\$ 769,599	5%
Agincourt Capital	-	-	-	-	\$ 2,747,068	-	\$ 2,747,068	18%
PIMCO Total Return (PTTRX)	-	-	-	-	\$ 1,377,785	-	\$ 1,377,785	9%
Harbor High Yield Bond (HYFAX)	-	-	-	-	\$ 535,503	-	\$ 535,503	4%
Ashmore Emerg. Mkt Debt (EMCIX)	-	-	-	-	\$ 947,701	-	\$ 947,701	6%
Money Market Funds	-	-	-	-	-	\$ 5,057	\$ 5,057	0%
Total Investment Portfolio	\$3,696,309	\$1,208,590	\$1,713,133	\$3,038,355	\$5,608,057	\$ 5,057	\$ 15,269,501	
<i>Actual Asset Allocation</i>	<i>24%</i>	<i>8%</i>	<i>11%</i>	<i>20%</i>	<i>37%</i>	<i>0%</i>	<i>100%</i>	
<i>Neutral Target Asset Allocation</i>	<i>24%</i>	<i>8%</i>	<i>8%</i>	<i>20%</i>	<i>40%</i>	<i>0%</i>	<i>100%</i>	

Investment Portfolio Asset Allocation




During the month of July 2015, the University liquidated the following investment amounts from their respective portfolios. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August cash needs.

U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 100,000.00
U.S. BANK EQUITY MUTUAL FUNDS	\$ 475,000.00
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 100,000.00
AGINCOURT CAPITAL	\$ 225,000.00
MANNING & NAPIER	\$ 100,000.00
TOTAL AMOUNT OF WITHDRAWALS FROM INVESTMENT PORTFOLIO	\$ 1,000,000.00

During the month of July 2015, the University terminated investment contract with TAMRO Capital Partners and entered into a new agreement with Vaughan Nelson to manage the Equity portion of our investment portfolio. In addition to receiving the funding from the TAMRO Capital Partners portfolio, \$200,000 from the U.S. Bank Equity Mutual Fund Account (Vanguard 500 index Fund) was placed under Vaughan Nelson's management.

Investment performance, including withdrawals, as of August 31, 2015 reflects a decline of \$1,563,721 or -9.3% for the fiscal year.



 is True and Correct
 12.1.15
 Secretary, SSU Board of Trustees Date

INVESTMENT PORTFOLIO PERFORMANCE

FISCAL YEAR 15:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2014	GAIN/(LOSS) JULY	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 3,028,564.29	\$ (22,964.54)	\$ 13,873.79	\$ (40,794.95)	\$ 22,018.55	\$ (8,558.61)	\$ (73,916.09)	\$ 24,704.49	\$ 21,446.39	\$ 18,672.95	\$ 66,687.94	\$ 11,048.91	\$ (38,560.98)	\$ (6,342.15)
U.S. BANK EQUITY MUTUAL FUNDS	\$ 6,204,923.35	\$ (100,679.37)	\$ 188,247.24	\$ (147,747.04)	\$ 105,050.06	\$ 132,007.32	\$ (112,648.17)	\$ (131,068.64)	\$ 332,317.50	\$ (87,091.72)	\$ 118,715.71	\$ 48,615.06	\$ (131,976.01)	\$ 213,741.94
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,625,071.97	\$ (12,651.87)	\$ 26,218.20	\$ (22,954.25)	\$ 19,313.78	\$ 24,472.72	\$ (10,677.40)	\$ (22,908.17)	\$ 50,545.77	\$ (21,624.74)	\$ 16,956.59	\$ 2,235.39	\$ (29,856.92)	\$ 19,069.10
AGINCOURT CAPITAL	\$ 2,928,640.37	\$ (7,478.21)	\$ 34,138.73	\$ (24,940.36)	\$ 22,446.76	\$ 21,899.08	\$ (2,560.38)	\$ 76,608.78	\$ (33,603.69)	\$ 13,386.81	\$ (19,587.56)	\$ (13,830.58)	\$ (34,999.80)	\$ 31,479.58
TAMRO CAPITAL PARTNERS	\$ 1,030,816.08	\$ (71,975.70)	\$ 42,445.82	\$ (49,588.72)	\$ 71,388.85	\$ 7,434.27	\$ 14,975.11	\$ (40,699.29)	\$ 65,361.87	\$ 5,534.42	\$ (31,286.02)	\$ 25,373.34	\$ 13,471.86	\$ 52,435.81
MANNING & NAPIER	\$ 1,727,527.35	\$ (24,704.72)	\$ 34,027.80	\$ (56,823.97)	\$ 3,029.81	\$ 22,815.42	\$ (20,199.70)	\$ (16,825.64)	\$ 66,126.25	\$ (26,806.54)	\$ 22,406.25	\$ (6,608.22)	\$ (19,100.90)	\$ (22,664.16)
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	\$ (97,928.82)	\$ 173,892.91	\$ 66,833.90	\$ (241,022.75)	\$ 287,720.12

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	\$ 2,992,138.53	\$ 2,918,222.44	\$ 2,942,926.93	\$ 2,964,373.32	\$ 2,983,046.27	\$ 3,049,734.21	\$ 3,060,783.12	\$ 3,022,222.14	
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	\$ 6,138,084.75	\$ 6,470,402.25	\$ 6,383,310.53	\$ 6,502,026.24	\$ 6,550,641.30	\$ 6,418,665.29	
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,612,420.10	\$ 1,638,638.30	\$ 1,615,684.05	\$ 1,634,997.83	\$ 1,659,470.55	\$ 1,648,793.15	\$ 1,625,884.98	\$ 1,676,430.75	\$ 1,654,806.01	\$ 1,671,762.60	\$ 1,673,997.99	\$ 1,644,141.07	
AGINCOURT CAPITAL	\$ 2,921,162.16	\$ 2,955,300.89	\$ 2,930,360.53	\$ 2,952,807.29	\$ 2,974,706.37	\$ 2,972,145.99	\$ 3,048,754.77	\$ 3,015,151.08	\$ 3,028,537.89	\$ 3,008,950.33	\$ 2,995,119.75	\$ 2,960,119.95	
TAMRO CAPITAL PARTNERS	\$ 958,840.38	\$ 1,001,286.20	\$ 951,697.48	\$ 1,023,086.33	\$ 1,030,520.60	\$ 1,045,495.71	\$ 1,004,796.42	\$ 1,070,158.29	\$ 1,075,692.71	\$ 1,044,406.69	\$ 1,069,780.03	\$ 1,083,251.89	
MANNING & NAPIER	\$ 1,702,822.63	\$ 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	\$ 1,708,166.06	\$ 1,730,572.31	\$ 1,723,964.09	\$ 1,704,863.19	
TOTAL	\$ 16,545,543.41	\$ 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	\$ 16,931,488.29	\$ 16,833,559.47	\$ 17,007,452.38	\$ 17,074,286.28	\$ 16,833,263.53

FISCAL YEAR 16:

INVESTMENT COMPANY	VALUE AS OF JUNE 30, 2015	GAIN/(LOSS) JULY**	GAIN/(LOSS) AUGUST	GAIN/(LOSS) SEPTEMBER	GAIN/(LOSS) OCTOBER	GAIN/(LOSS) NOVEMBER	GAIN/(LOSS) DECEMBER	GAIN/(LOSS) JANUARY	GAIN/(LOSS) FEBRUARY	GAIN/(LOSS) MARCH	GAIN/(LOSS) APRIL	GAIN/(LOSS) MAY	GAIN/(LOSS) JUNE	TOTAL YTD GAIN/(LOSS)
U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 3,022,222.14	\$ 5,260.30	\$ (62,605.80)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (57,345.50)
U.S. BANK EQUITY MUTUAL FUNDS	\$ 6,418,665.29	\$ 55,995.83	\$ (390,614.80)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (334,618.97)
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,644,141.07	\$ 10,066.57	\$ (54,657.92)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (44,591.35)
AGINCOURT CAPITAL	\$ 2,960,119.95	\$ 19,723.76	\$ (7,704.81)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,018.95
TAMRO CAPITAL/VAUGHAN NELSON##	\$ 1,083,251.89	\$ (10,859.54)	\$ (63,955.47)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (74,815.01)
MANNING & NAPIER	\$ 1,704,863.19	\$ 3,757.17	\$ (68,126.27)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (64,369.10)
CURRENT MTD TOTAL GAIN/(LOSS)		\$ 83,944.09	\$ (647,665.07)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (563,720.98)

INVESTMENT FUND BALANCES:

U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 2,927,482.44	\$ 2,864,876.64
U.S. BANK EQUITY MUTUAL FUNDS	\$ 5,799,651.12	\$ 5,409,046.32
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 1,554,207.64	\$ 1,499,549.72
AGINCOURT CAPITAL	\$ 2,754,843.71	\$ 2,747,138.90
TAMRO CAPITAL/VAUGHAN NELSON##	\$ 1,272,392.35	\$ 1,208,436.88
MANNING & NAPIER	\$ 1,608,620.36	\$ 1,540,494.09
TOTAL	\$ 16,833,263.53	\$ 15,917,207.62

** During the month of July 2015, the University liquidated the following investment amounts from their respective portfolios. The proceeds from the liquidation were transferred to the University Operating Cash account to meet July and August cash needs.

U.S. BANK FIXED INCOME MUTUAL FUNDS	\$ 100,000.00
U.S. BANK EQUITY MUTUAL FUNDS	\$ 475,000.00
U.S. BANK TACTICAL BALANCED MUTUAL FUNDS	\$ 100,000.00
AGINCOURT CAPITAL	\$ 225,000.00
MANNING & NAPIER	\$ 100,000.00
TOTAL AMOUNT OF WITHDRAWALS FROM INVESTMENT PORTFOLIO	\$ 1,000,000.00

During the month of July 2015, the University terminated their investment contract with TAMRO Capital Partners and entered into a new agreement with Vaughan Nelson to manage the Equity portion of our investment portfolio. In addition to receiving the funding from the TAMRO Capital Partners portfolio, \$200,000 from the U.S. Bank Equity Mutual Fund Account (Vanguard 500 Index Fund) was placed under Vaughan Nelson's management in July 2015.

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