

**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
July 13, 2012**

Call to Order

Chairperson Mooney 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. Robert Howarth, Mr. David Lodwick, Mr. Dan Mooney, Mr. Gary Paine, Ms. Kay Reynolds, Dr. Rita Roberts, Ms. Elizabeth Seif, and Mr. Christopher Aaron Shaw

Members Absent: Ms. Melissa Higgs-Horwell

Approval of the July 13, 2012 Agenda

Mr. Lodwick moved and Dr. Roberts seconded a motion to approve the July 13, 2012 agenda. Without discussion, the Board unanimously approved said agenda.

Approval of the May 4, 2012 Board Meeting Minutes

Mr. Howarth moved and Mr. Payne seconded a motion to approve the May 4, 2012 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Approval of the June 22, 2012 Executive Committee Meeting Minutes

Ms. Seif moved and Dr. Roberts seconded a motion to approve the June 22, 2012 Executive Committee meeting minutes. Without discussion, the Board unanimously approved said minutes.

Committee Reports

Academic and Student Affairs Committee – Dr. Rita Roberts

Dr. Roberts reported on behalf of the Academic and Student Affairs Committee that included one action item and several information items.

Action Item

Resolution ASA04-12, Rescission of Policy 3.18, Policy on Student Organizations

Dr. Roberts moved approval of Resolution ASA04-12, Rescission of Policy 3.18, Policy on Student Organizations. This policy is no longer needed as procedures have been adopted for regular revision and communication about guidelines for student clubs and organizations. Mr. Howarth seconded the motion.

Ayes: Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Ms. Reynolds, Dr. Roberts, Ms. Seif

Nays: None

Information Items**New Faculty Hires Summary**

Dr. Dave Todt, Provost and Vice President for Academic Affairs, presented a summary of the 2012 faculty hires. A total of 16 new faculty have been hired for the fall of 2012 across 10 programs/departments. Nine of the new faculty are in permanent, full-time positions. Four of the hires were for one-year and three were for fall semester only. This is the largest group of new hires that Shawnee State University has had in a number of years.

International Conference

Dr. Paul Madden, Associate Provost, provided a report on faculty participation in a recent international education conference held at Ludwigsburg University of Education in Ludwigsburg, Germany. In addition to Dr. Madden, Dr. Gay Lynn Shipley, Dr. Ken Carlson, and Ms. Debbie Weber attended the conference representing Shawnee State University. During the conference SSU faculty provided an introduction to educational systems in the US and Ohio and identified critical issues facing teacher preparation. Colleagues from Ludwigsburg provided the same types of information for schools and teacher preparation in Germany. The faculty hopes that this conference is just the beginning to a stronger institutional exchange program between the two universities.

Learning Communities at SSU

Dr. Todt and Dr. Mary Oling-Sisay, Vice President for Student Affairs, presented an overview of academic learning communities in Shawnee State University Residence Halls. The purpose of the Learning Communities at SSU is to assist with the transition to SSU and to facilitate persistence, retention and academic success.

The current Living Learning Communities (LLCs) consists of four different focuses. Housed within the Cedar House for the 2012/13 academic year will be the Honors and Global Village (International students), in Campus View (CV) 500 will be the Gaming Living and Learning Community, and in Campus View 800 will be the Health Sciences communities. Each Learning Community has a faculty Advisor and a staff liaison.

This Fall, we will be implementing a new Commuter Learning Community for First Year students. Cohorts of commuters will be assigned to a Commuter Advisor (About 3 out of every 4 SSU students is a commuter and about 4 out of every 5 SSU students is a first generation student).

Beginning in 2013/14, in partnership with University College, the Office of Residence Life will begin placing students based on academic interest/focus.

Dean of Students

Dr. Oling-Sisay provided information on the new Dean of Students. Dr. Jessie L. Grant joined Shawnee State on July 2, 2012, as Dean of Students, filling the position left vacant with Dr. Barb Bradbury's retirement. Jessie most recently served as Dean of Students for the University of Alaska Southeast in Juneau, Alaska and has more than 19 years' experience in higher education.

He brings a wealth of experience having overseen student housing, student judicial affairs, summer conferences, student activities, disability support services, Native and Rural Student services, TRIO programs and student health services. At SSU, he will facilitate interventions for student conduct and will be responsible for the student judicial process. He will also work to collaborate with faculty and University offices to create learning opportunities that integrate academic experiences with life outside the classroom for our growing number of students.

A native of Akron, Ohio, he earned a Bachelor of Arts in Sociology from Kent State University, a Master of Arts, Counselor Education, from the University of Iowa, and a Doctor of Philosophy, Educational Leadership, from Western Michigan University. He also received a Certificate in Enrollment Management from Capella University.

Nursing BSN

This new program will be a traditional 4-year baccalaureate degree program as compared to our currently offered bachelor of nursing completion program which is specifically designed for associate degree licensed nurses.

Ten students have registered for the new BSN program to begin this fall semester. Preparations will be made for an increasing number of entering students each year. To accommodate the increased numbers, as well as students entering the second, third, and fourth years of the program, additional classroom and laboratory spaces will be required as well as additional faculty members.

University Housing Update

Dr. Oling-Sisay gave an update on fall student housing occupancy. As of July 9, 2012, the Office of Residence Life had received 548 new housing applications for fall, 2012, and 416 returning housing students for fall, 2012. New applications are received daily. The Office of

Residence Life places incoming students in order of the application date, and considers all requests.

Educational Session

Dr. Todt shared the Shawnee State University process for curriculum and educational policy development and new program approval which is largely driven by faculty through the governance system. Course changes, new courses, policy changes, and new programs receive extensive review at the department, institutional and administrative level. Attention to improving quality, meeting educational needs, and cost effectiveness are included in the process.

Finance and Facilities Committee – Ms. Elizabeth Seif

Ms. Seif reported on behalf of the Finance and Facilities Committee and presented four action items and several information items.

Action Items

Resolution F16-12, Policy on Public Records, Policy 5.19Rev

Ms. Seif moved approval of Resolution F16-12, Policy on Public Records, Policy 5.19Rev. This action is required to maintain compliance with Ohio Revised Code, Section 149.43 *et seq.* which requires the University to ensure and facilitate prompt access to the University's public records. Ms. Reynolds seconded the motion.

Ayes: Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Ms. Reynolds, Dr. Roberts, Ms. Seif

Nays: None

Resolution F17-12, Shawnee State University Development Foundation Policy – Alumni Association

Ms. Seif moved approval of Resolution F17-12, Shawnee State University Development Foundation Policy – Alumni Association. The Shawnee State University Development Foundation approved the proposed amendment to SSUDF Policy 21.0 by SSUDF Resolution 2012.1. Dr. Roberts seconded the motion.

Ayes: Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Ms. Reynolds, Dr. Roberts, Ms. Seif

Nays: None

Resolution F18-12, Shawnee State University Development Foundation Code of Regulations Membership Representation

Ms. Seif moved approval of Resolution F18-12, Shawnee State University Development Foundation Code of Regulations Membership Representation. The Shawnee State University Development Foundation approved the proposed amendment of the SSUDF Code of Regulations by SSUDF Resolution 2012.2. Mr. Paine seconded the motion.

Ayes: Dr. Ball, Ms. Higgs-Horwell, Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Dr. Roberts, Ms. Seif

Nays: None

Resolution F19-12, SSU and SSUDF Joint Engagement of Investment Committee Consultant

Ms. Seif moved approval of Resolution F19-12, SSU and SSUDF Joint Engagement of Investment Committee Consultant. As a result of an extended formal University bid process, the Shawnee State University Investment Committee and the SSUDF Finance Committee proposed a joint engagement of an investment consulting firm. Mr. Lodwick seconded the motion.

Ayes: Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Ms. Reynolds, Dr. Roberts, Ms. Seif

Nays: None

Information Items**Personnel**

The following personnel actions were processed in the Department of Human Resources during the period of April 12, 2012 through June 22, 2012:

- *Administrative Appointments/Resignations:* Dr. Paul Madden was appointed Associate Provost effective May 9, 2012; Dr. Jessie L. Grant was appointed Dean of Students effective July 2, 2012; and Jonathan F. James was appointed Residence Coordinator effective May 29, 2012. H. Bane Sylvia, Director of Human Resources/Payroll; Jerry D. Blanchard, Project Director of 21st Century Community Learning Centers, and Dr. Carl Daehler, Executive Director of the Vern Riffe Center for the Arts submitted resignations.
- *Full Service Faculty Appointments:* Dr. Filiz S. Edizer, Assistant Professor in the Department of Teacher Education; Dr. Derek R. Jones and Dr. Jennifer M. Napper, Assistant Professors in the Department of Natural Sciences; Dr. Mich Y. Nyawalo and Marc A. Scott, Assistant Professors in the Department of English and Humanities; and Brad W. Teeters, Senior Instructor in the Department of Engineering Technologies.

- *End of Contract:* Four faculty members concluded their one year contract term on May 8, 2012. Amy B. Adkins, Senior Instructor in the Department of Mathematical Sciences, Cynthia A. Ferguson, Senior Instructor in the Department of Teacher Education, Aimee N. Taylor, Instructor in the Department of English and Humanities, Lisa Whitten, Senior Instructor in the Department of Health Sciences.

Investment Report

The University's investment performance report revealed a loss of \$523,195 in May with a gain of \$218,032 in June. The portfolio realized an overall 0.26% gain in the amount of \$34,519 for the 2011/2012 fiscal year ending June 30, 2012.

Capital Status Report

- Administration Building - programming is nearly complete and construction documents are being developed.
- Founders Plaza Project – revised scope of work and schedule is being developed.
- 310 Chillicothe - programming has started with first floor renovation to be completed by January 2013.
- Library Fire Alarm Panel Upgrade – new fire alarm system being installed.

Intrastate Mutual Aid Compact (IMAC)

David Thoroughman, Director of Public Safety, presented an overview of the Intrastate Mutual Aid Compact, SB243, which was enacted July 3, 2012, and expands inclusion of higher education institutions in the compact.

Education Session

Michelle Finch, Accountant, gave a presentation on the current, expanded and future features and services available to students via the Bear Card.

President's Report

The President thanked the Board members who were able to attend the Retreat on June 23 for their time and participation and indicated that she had enjoyed the work of the consultant, Terry MacTaggart, and thought that he had led a good discussion. She and the Board members discussed possible dates in January for the next Retreat and she agreed to follow-up with them to confirm something as soon as possible.

Board members were provided with information about their attendance over the past two years and the President indicated that such information would be made available to members at each successive meeting.

The President described changes in leadership at VRCFA; Dr. Carl Daehler has retired from this role but will continue teaching for another year. Dr. Tim Scheurer will assume the role of Interim Director on a part-time basis and Joanne Charles will provide continuity with finances and staff supervision. Dr. Morris will chair a search committee for a new Director.

Dr. Morris told the Board about a gift received by the Foundation from the estate of Eloise Smith which fulfills a pledge made during the "Reach for the Stars" Campaign. Income from the \$1 million gift will be used to ensure upkeep of the Vern Riffe Center for the Arts and a naming opportunity is being discussed with the estate.

The status of distance education offerings at the University was provided to the Board through a power-point presentation by Chris Shaffer, Director of the Office of Institutional Effectiveness, and the President indicated that there will be further discussion of distance education at upcoming Board meetings.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

None.

Comments from Constituent Groups (if any) and the Public

None.

Other Business

Mr. Mooney recognized Dr. Mary Oling-Sisay, Malonda Johnson and Denise Gregory who recently completed the Leadership Portsmouth program.

Executive Session

Ms. Reynolds moved and Mr. Howarth seconded a motion to move into Executive Session to consider the employment and compensation of a public employee under RC § 121.22(G)(1).

Ayes: Mr. Howarth, Mr. Lodwick, Mr. Mooney, Mr. Paine, Ms. Reynolds, Dr. Roberts, Ms. Seif

Nays: None

The Board moved into Executive Session at 2:26 p.m.

The Board returned from Executive Session at 3:24 p.m. and returned to Regular Session.

Adjournment

The Board was adjourned by acclamation at 3:26 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees