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10-15-1990

October 15, 1990 Meeting Minutes

Shawnee State University

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AGENDA
SHAWNEE STATE UNIVERSITY
OCTOBER 15, 1990

- A. Call to Order
- B. Roll Call
- C. Approval of September 17, 1990 Board Minutes
- D. Approval of October 15, 1990 Agenda
- E. President's Report
- F. Committee Reports

Academic Affairs Committee, Mr. Kaplan, Chairperson

Resolution 60-90 - Personnel Matters

Resolution 58-90 - Grant Proposals

Quality of University Life Committee, Mr. Ferguson, Chairperson

Resolution 59-90 - Drug Free Campus Policy

Finance and Facilities Committee, Mr. Winters, Chairperson

Resolution 61-90 - 1990 Holiday Party

Executive Committee, Ms. Verna K. Riffe, Chairperson

G. Reports from Vice Presidents

Academic Affairs, Dr. Addington
Student Affairs, Mr. Howard
Business Affairs, Mr. Hawk

H. Reports from Constituent Groups

University Faculty Assembly, Professor Oliver
University Administrative Assembly, Mr. Duncan
Shawnee Education Association, Professor Miner
Communication Workers of America (SSU Unit), Ms. Stacy
Student Senate, Ms. Adkins

I. New Business

J. Comments from the Public

K. Other Business

L. Executive Session

M. Adjournment

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE**1.0 General Information**

- 1.1 Dr. Jim Kadel, Dean, College of Health Sciences, has submitted a final proposal for the Bachelor of Applied Science degree to the Ohio Board of Regents.
- 1.2 Mark Mirabello, Ph.D., Assistant Professor of history gave an analysis of Shawnee State University's honors program. (Please see attached.)
- 1.3 Gene Beckett, Ph.D., Director of Developmental Education/Learning Center, presented an analysis of Shawnee State University's entering students. (Please see the attached.)
- 1.4 David Winters, Dean, College of Engineering Technologies, has reported a 41% increase in FTE over Fall 1989. This increase was a result of offering 34 additional credit hours which are being covered by two additional full-time faculty members.
- 1.5 The Military Science courses offered by Marshall University will be discontinued because of recent national and international events. Plans are being implemented to continue the program under Ohio University's sponsorship.

2.0 Personnel Actions

- 2.1 Resolution 60-90 - Employment. Mr. Walton moved and Dr. Carson seconded a motion to approve the personnel recommendations. Motion carried.
 - o Robert L. Lawson, Director, Office of Continuing Education, at a yearly salary of \$46,575, with the stipulation that his doctorate must be completed by June, 1991 in order for continued employment beyond that date. Effective date of employment - November 15, 1990.
 - o Michael Pinson, Engineering Laboratory Technician, College of Engineering Technologies, at a yearly salary of \$22,127. Effective date of employment - October 16, 1990.

3.0 Other Actions

3.1 Resolution 58-90 - Grant Proposals. Mr. Walton moved and Dr. Carson seconded a motion to approve the grant proposals. Motion carried.

- o Emily Gulker, Associate Professor, Division of Arts and Humanities, is submitting five proposals to the following agencies: Ohio Humanities Council, Ohio Arts Council, Pixley-Scioto County Area Foundation--Shawnee State, Pixley--Scioto County Area Foundation--Miami University, Shawnee State University Foundation, Scioto County Area Foundation, Ashland Oil Foundation, SOHIO Oil (British Petroleum) Foundation, and Ohio Historical Society. The projected funding is \$28,900 for Always A River Modern Ballet; \$3,300 for Oral History River View; \$3,200 for Julia Marlowe; \$9,500 for Portsmouth Architecture: Three Views; and \$3,000 for McGuffy School.
- o Susan Warsaw, Director, Office of Development and Community Relations, is submitting a proposal "Marie and Bess Pixley Fund Grant Applications" to the Scioto County Area Foundation. The projected funding is \$99,276.50.

4.0 Program Update

4.1 The University is seeking preliminary approval by the Ohio Board of Regents to submit a formal request to offer a Bachelor of Arts Degree with a major in Social Science and a Bachelor of Science Degree with a major in General Business at the Southern Ohio Correctional Facility.

HONORS PROGRAM

I. Description:

The Shawnee State University Honors Program will be designed for students with exceptional academic and creative abilities. The program, besides providing recognition to the bright and highly motivated, will give talented students the opportunity to interact with their peers in a challenging (but supportive) environment.

II. General Functions:

The Shawnee State University Honors Program will have the following functions:

A. Admissions The Honors Program will involve itself in admissions work in order to attract more quality students to the institution.

B. Advisement The Honors Program will offer academic advisement to honors students.

C. Honors Classes The Honors Program will arrange and schedule special honors classes.

D. Social Activities The program will arrange social activities for honors students.

A. Honors Program Admissions Policy:

1. In the first year, the top 1% of our students (incoming freshman included) will be selected and placed in the Shawnee State University Honors Program. In succeeding years, the appropriate number of students will be chosen annually to replace individuals who graduate.

2. The top 1% will be selected on the basis of faculty recommendations (faculty should look for students who display enthusiasm for scholarship), grade point average (at least 3.6 on a scale of 4.0), and/or A.C.T. scores (at least a 22 composite score).

3. Students in all schools and divisions will be eligible. The program will be open to students in both four-year and two-year degree programs.

4. The program will welcome students regardless of ethnic origin, religious orientation, age, or gender.

5. Under certain circumstances, some students (such as non-traditional students who show exceptional promise but had

mediocre secondary school records) could be admitted on a "probational" basis. Such students could become regular members of the Honors Program if they achieved a 3.6 grade point average after their first year at S.S.U. Only a few "probational" students would be allowed in the program in any given year.

B. Honors Advisement:

1. Honors students will be given honors academic advisement. (All honors students will retain their "major" advisers, however). In addition to offering scheduling assistance, the honors advisement will help honors students who have academic problems, and the advisement will provide information on graduate and professional schools.

C. Honors Courses:

1. The Honors Program will arrange "honors" courses for its students. (Non-honors students may take such courses with the consent of the instructor.) An honors course may be a special honors seminar, an honors colloquium, an honors section of a standard class, or an honors "directed readings" course. In all honors courses, the emphasis will be on the "quality" of the work--not the "quantity."

2. Honors courses will be arranged according to the needs of honors students and the availability of faculty. Given the small size of the program and the variety of academic majors represented, honors courses will be few in number (one--perhaps two--per quarter) and will largely consist of classes most students need (general education core courses, for example).

3. Honors courses will be taught by interested faculty as part of their regular teaching load. Since working with small groups of students is a rewarding experience, teaching an honors course will carry no extra financial compensation.

D. Social Activities:

1. The Honors Program will arrange occasional social activities on campus for honors students. These activities will help students meet interesting people in their own age group--an important function in a relatively "rootless" commuter institution.

III. Requirements for Honors Students:

A. To remain in the Honors Program, students should maintain a 3.6 grade point average (or better) at Shawnee State University. Any student dropping below 3.6 will be placed on a "probational" status. This probational status will continue until the student has raised his/her grade point average to 3.6.

C. Students in the Honors Program should complete 24 credit hours of honors courses for a four-year degree and 12 credit hours for a two-year degree.

D. Honors students graduating with a 3.6 grade point average or better who have completed the minimum number of honors courses (24 credit hours for a four-year degree and 12 credit hours for a two-year degree) will graduate with a special "Honors Program" certification. This certification will be indicated on their academic transcripts.

IV. Administration of the Honors Program:

A. During the first year, the Honors Program committee will implement and oversee the new program.

B. Current membership of the Honors Program committee:

Alexander Alex, Interdisciplinary Studies
Sarah Austin, Student
Elizabeth Chrisman, Allied Health
Julia Coll, Foreign Languages/Students
Gwen Fassinger, Student
Alicia Gray, Minority Affairs
Sibylle Herrmann, Natural Sciences
Ray Irwin, Engineering Technologies
Jeffrey Love, Student
Stephen Midkiff, Registrar
James Miller, Social Sciences
Mark Mirabello, Chair
Dan Moore, Business
Angela Poston, Student
Rosemary Poston, Admissions
Ronald Pruitt, Student
Connie Salyers, Library
Andrea Stuck, Education
Carlson Yost, Arts & Humanities

CHRONOLOGY

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March 1990: Provost authorizes the creation of an Honors Program Committee composed of representatives from the faculty, the administration, and the student body.

March & April 1990: Honors Program Committee meets and develops a draft proposal.

May 1990: The proposal is submitted to the appropriate United Faculty Committees (Educational Policies and Curriculum Committee and the Student Affairs Committee).

May 1990: Faculty are asked to nominate students to the proposed program.

June 1990: An honors program selection committee meets and draws up a "short list" of student candidates (sophomores, juniors, and seniors) for the proposed program.

August & September 1990: The selection committee screens ACT scores and secondary school records of incoming freshmen to identify qualified candidates.

September 1990: Student Affairs Committee of The United Faculty Assembly considers the Honors Program proposal.

October 1990: Academic Affairs Committee of the Board of Trustees considers the proposal.

FUTURE DEVELOPMENTS:

1. The Educational Policies and Curriculum Committee will consider the proposal in mid-October.

2. An "open hearing" (under the auspices of the United Faculty Assembly) will be held at the end of October.

3. The United Faculty Assembly will vote on the proposal in late October/early November (anticipated).

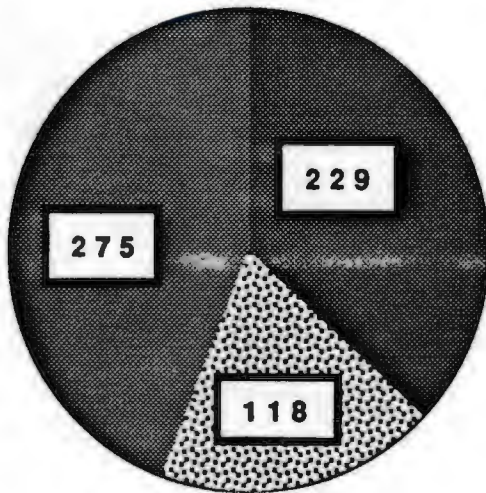
4. If approval is secured from all quarters, a reception will be held for the honors students in December, and the first "honors course" will meet in Winter Quarter of 1991.

COLLEGE AND UNIVERSITY REMEDIAL COURSE ENROLLMENTS IN MATHEMATICS AND ENGLISH APRIL 1990

A report by the Ohio Board of Regents based upon 1988-1989 data--

	<u>MATHEMATICS</u>	<u>ENGLISH</u>
OHIO	204	174
UNIVERSITIES	144	134
UNIVERSITY BRANCHES	394	214
COMMUNITY COLLEGES	374	324
SHAWNEE STATE	254	94

Developmental Education Enrollment--Fall 1990

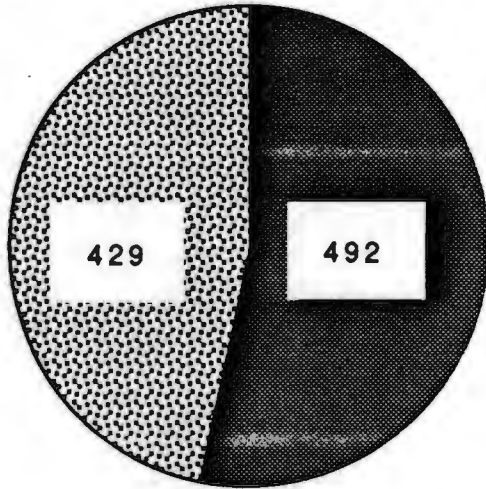


- WRITING 36.8%
- ▨ READING 19.0%
- MATH 44.2%

Total Enrollment = 622 Students
(Unduplicated number = 429 students.)

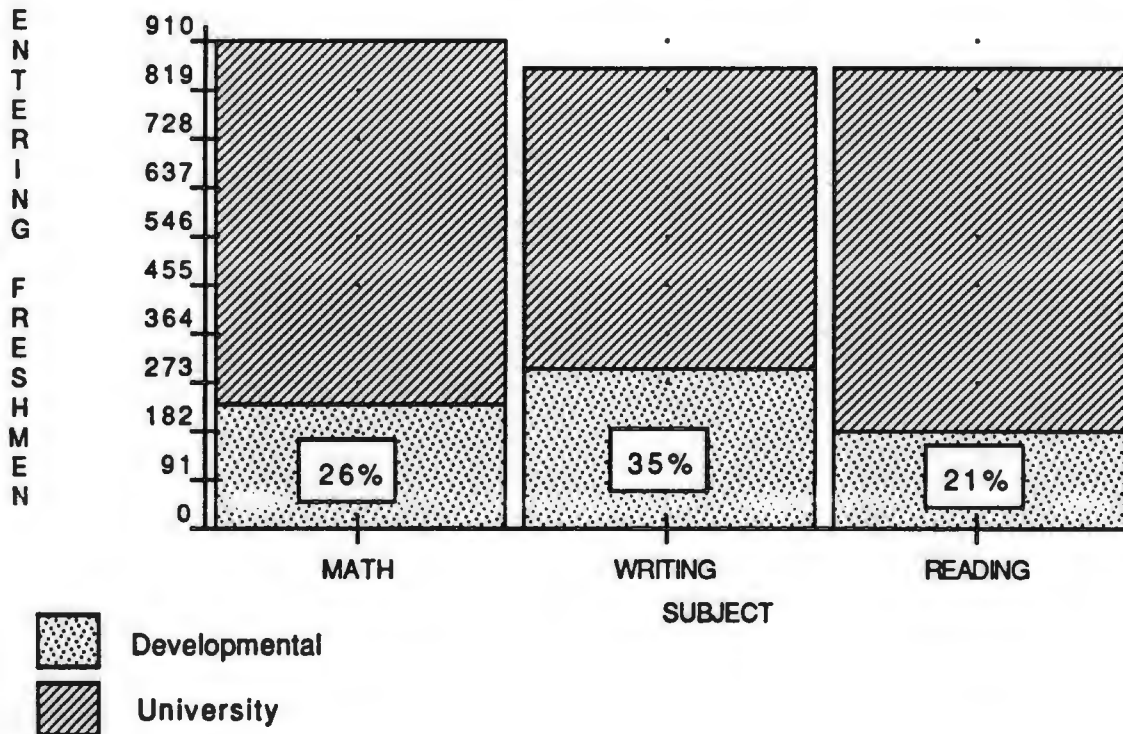
Note: These numbers are for developmental reading, writing, and mathematics courses only. They exclude GED and SOCF students.

Assessment Results for Entering Freshmen Fall 1990

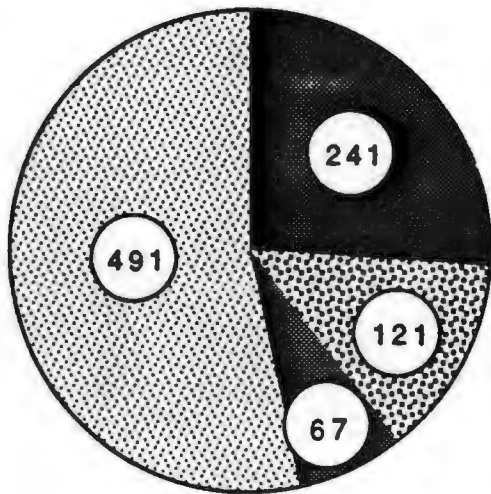


Students Assessed Not Requiring Dev. Ed. 53.4 %
 Students Assessed Requiring Dev. Ed. 46.6 %

Assessment Results Categorized by Subject Fall 1990



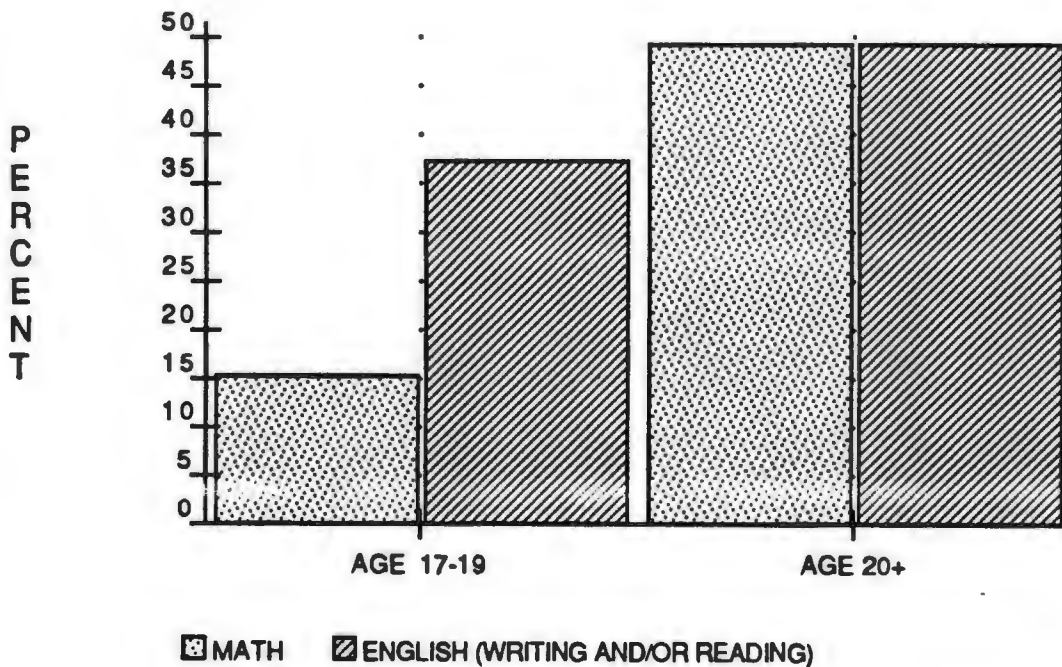
Remediation Required for Entering Freshmen Fall 1990



- One Dev. Ed. Course 26.2%
- ▣ Two Dev. Ed. Courses 13.2%
- Three Dev. Ed. Courses 7.3%
- ▣ No Dev. Ed. Required 53.4%

Total Number of Entering Students Assessed
for Fall Quarter 1990 = 920

Percent of Entering Students Required to Remediate Classified by Age Group Fall 1990



Resume Summary

NAME, TITLE, ADDRESS:

Robert L. Lawson
 P. O. Box 5524
 Huntington, WV 25703

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
Ed.D.	Ed. Administration	Nova University	1990 (expected)
M.A.	English	Marshall University	1978
B.S.	English	University of Rio Grande	1973

CERTIFICATIONS (if any):

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
Marshall University	Director of Continuing Education	1983-present
Marshall University	Interim Affirmative Action Officer	1984-1985
Marshall University	Administrative Assistant	1977-1983
Gallia Academy High School	Teacher	1973-1977

HONORS AND AWARDS:

Athlete of the year, University of Rio Grande, 1972
 Inducted into University of Rio Grande Hall of Fame, November 21, 1987

ADDITIONAL INFORMATION RELEVANT TO POSITION:

Resume Summary

NAME, TITLE, ADDRESS: Michael Pinson, Technician
Route 1 Box 277
Minford, OH 45653

EDUCATION:

<u>Degree</u>	<u>Academic Major</u>	<u>University</u>	<u>Date Awarded</u>
Associate Degree	Instrumentation	Shawnee State University	June 1989

CERTIFICATIONS (if any):

EXPERIENCE:

<u>Institution/Agency</u>	<u>Title</u>	<u>Inclusive Dates</u>
OscO Industries	Senior Electrician	1989 - Present
Shawnee State University	Adjunct Faculty	1989 - Present
Task Technology	Field Service Manager	1988 - 1989
Matthew, McCracken & Rutland	Purchasing	1983 - 1985
Accurate Plastics	Production Supervisor, Plant Engineer	1987 - 1988
Tri-City Electric	Purchasing	1981 - 1983
Empire Detroit Steel	Switchman, Weighman, Conductor	1965 - 1980

HONORS AND AWARDS:

ADDITIONAL INFORMATION RELEVANT TO POSITION:

TITLE: Always A River Modern Ballet

GRANTING AGENCY: Ohio Humanities Council
Ohio Arts Council
Pixley - Scioto County Area Foundation - Shawnee State
Pixley - Scioto County Area Foundation - Miami University
Shawnee State University Foundation
Scioto County Area Foundation
Ashland Oil Foundation
SOHIO Oil (British Petroleum) Foundation
Ohio Historical Society

PRINCIPAL INVESTIGATOR: Emily Gulker, Shawnee State University

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 25%

PURPOSE: To augment the Always A River: The Ohio River and the American Experience by cooperating with five other states on a year-long project designed to interpret the history, industry, and culture of the Ohio River along its 981-mile course. SSU will reach out to nearby community and rural areas, making effective use of local cultural and educational resources and link up where possible with other major events already being planned.

CLIENTELE TO BE SERVED: SSU students, faculty and staff, and the general public

RELATIONSHIP TO SSU MISSION: SSU recognized the knowledge, values, and cultural enrichment both in the lives of students and of the community. This experience fosters scholarly inquiry, integrative learning and will result in an interdisciplinary approach to knowledge. Intellectual discovery and an appreciation for the creative and performing arts will be the end result of this experience.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:
None at this time.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

(see attached)

ALWAYS A RIVER: A MODERN BALLET

DESCRIPTION:

The ballet is an interpretation of the ineluctable relationship of a segment of the Ohio river and the social evolution on its shores. The ballet is a balance of river and narrative dance voices. The river is image, metaphor, reflecting the narrative voice that interprets slices of historical profiles of an Ohio River city. Portsmouth, Ohio, will be the target for historical research and model for the dance. (Parallel areas of development of other Ohio River cities, and the abstract nature of the dance will allow identification with the production at performance sites other than Portsmouth.) The movement medium of the ballet is based on ballet technique, with modern dance interpretation and social dance influence. Dance expressions will interpret movements common to human expression rather than be stylized to demonstrate any one dance form. The concept of the ballet was suggested by the theme and purpose of the Always A River Project. The concept will be, in part, based on historical research. The choreographer, composer, set, costumes and lighting designers, and dancers will interpret and develop the concept.

CAUSE:

The Always a River Project provides a unique impetus to create dance suitable to small city production. There is a narcissism to a community. It likes to look at itself, hear and feel itself, review its past, consider its future. The theme, concept, music of the modern ballet will provide this entertainment. The artistic development should provide enlightenment as well.

Small cities are generally limited in funds, facilities, and the number of artists willing to support the often unwieldy dance art. The framework of dance, usually encompassing music, set, light, costume, as well as concept, choreography, dance instruction and performance needs to meet the resources of the community.

EFFECT:

The effect should be the dance which "works" from its inception until its final curtain call. It is possible to create dance on a level suitable to community production, with the aesthetic values of dance in tact.

-to ferret out qualified and imaginative regional artists to frame the dance
-to involve community dancers in a project which results in frequently amazing artistic growth
-to involve dancers and audience in an ongoing process of education and appreciation in the dance arts

(The "effects" listed have been accomplished to a highly satisfying extent via the vehicle of the Nutcracker Workshops and performances, 1980-1988. Information is available from Elizabeth Snyder.)

-to package a denotation of all aspects of the production for use by other cities with comparable resources, i.e. to promote interchange of existing work in the dance arts, and another level of quality dance from which the art itself, dance, can grow.

ALWAYS A RIVER: A MODERN BALLET

Prospectus:

- I. Ohio visual and performing artists
 - A. Concept and choreography - Elizabeth Snyder.
 1. BA University of Massachusetts
 2. Owner/artistic director - Bon et Fidele School of Ballet
 3. Artistic Director/choreographer - five productions of *The Nutcracker* and *Ex Ou, From the Time When* (an original ballet). 1980-1988.
 - B. Composition of original and arrangement of traditional regional music
 1. To augment and interpret I - Tom Jordan
 - C. Set design and construction
 1. To augment and interpret I - Orville Ramey
 - D. Lighting design
 1. To augment and interpret I - Bob St. Lawrence - OU Tech. Director
 - E. Costume design - Elizabeth Snyder
 1. Elizabeth Snyder: co-designer for costumes A3.
 2. To augment and interpret I
 - F. Professional Dancer/Ballet master - Tim Lewis
 1. BFA - Ohio University
 2. MFA (dance) Smith College (May, 1991)
 - G. Video record of project - Tim Lewis
 - H. Arts Manager - Emily Gulker
 - I. Publicity - Mike Peat
- II. Portsmouth and area dancers (all ages by audition) 40 to 60 in number
 - A. Will participate in workshops in dance technique.
 - B. Involvement with production development by artists in I A-G. (Areas of involvement determined by maturity of dancers.)
 - C. Performance experience.
- III. "Work in Progress"
 - A. Demonstration/lecture of I, by I and/or II to area public or private schools, and retirement centers. Audience reaction and interaction developed.
- IV. Performances of Modern Ballet
 - A. Activities building, Shawnee State University, July 1991.
 - B. Huntington, West Virginia - July 5, 1991
Marysville, Kentucky - July 10, 1991
- V. Video tape available for community usage.
 - A. Available for augmentation for teacher packet provided by Always A River Project, Fall 1991.

TIME TABLE

Always A River: A Modern Ballet

Choreography:	June 1990 to January 1991
Audition:	May, 1990. Massie Auditorium, SSU.
Rehearsal sites:	SSU Activities Building
Dates:	Shawnee University (Bon et Fidele School of Ballet)
"Works in Progress":	Lecture demonstration of dance, concept, music relating to AAR: A Modern Ballet. Sites and dates in public schools, private schools, and retirement centers to be determined
Performance dates/sites:	

FINANCIAL INFORMATION

Expenditures:

Guest Choreographer (Elizabeth Snyder) (Original choreography for conducting The Modern Ballet Workshop which includes instructing and directing.), BA-University of Massachusetts	\$8000.00
Ballet Master/Guest Soloist/Assistant Instructor/ Video Taping(Tim Lewis), MFA-Smith , BA-Ohio Univ.	3000.00
Arts Manager (Emily Gulker) (includes producing, scheduling, coordination, and arts consulting)	1500.00
Publicity and Program Design and Layout (includes printing)	4000.00
Original Music Composition (Tom Jordan)	5000.00
Creation and Instruction	
Costumer (Elizabeth Snyder)	0.00
Set Designer/Construction Crew Chief (Orville Ramey)	1500.00
Lighting Designer (Bob St. Laurence-Ohio Univ.)	1500.00
Make-up Designer and Manager (Elizabeth Snyder)	0.00
Sound Engineer	700.00
Video Taping Supplies	100.00
Photographer	300.00
Light and Sound Technicians	700.00
Poster Design (Orville Ramey)	0.00
Education Coordinator (Christie Cook)	200.00
Stage Manager	200.00
Dance Floor	3000.00
Supplies	
Make-up	300.00
Costume Material	3000.00
Set Materials	2000.00
Lights - Gels	500.00
TOTAL EXPENSES	\$35,500.00

BUDGET:

(See attached)

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$28,900.00		
Other (_____)			
University			
In-Kind	\$32,873.50		
Cash*	<u>\$3100.00</u>		
(included in In-Kind)			
TOTALS	\$61,773.50		

*DESCRIBE SOURCE OF FUNDS FOR SSU'S CASH COMMITMENT:

Funds from the Provost's budget.

Grant Proposal Summary

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TITLE: Oral History River View

GRANTING AGENCY: Ohio Humanities Council
Ohio Arts Council
Pixley - Scioto County Area Foundation - Shawnee State
Pixley - Scioto County Area Foundation - Miami University
Shawnee State University Foundation
Scioto County Area Foundation
Ashland Oil Foundation
SOHIO Oil (British Petroleum) Foundation
Ohio Historical Society

PRINCIPAL INVESTIGATOR: Emily Gulker, Shawnee State University

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 10%

PURPOSE: To augment the Always A River: The Ohio River and the American Experience by cooperating with five other states on a year-long project designed to interpret the history, industry, and culture of the Ohio River along its 981-mile course. SSU will reach out to nearby community and rural areas, making effective use of local cultural and educational resources and link up where possible with other major events already being planned.

CLIENTELE TO BE SERVED: SSU students, faculty and staff, and the general public

RELATIONSHIP TO SSU MISSION: SSU recognized the knowledge, values, and cultural enrichment both in the lives of students and of the community. This experience fosters scholarly inquiry, integrative learning and will result in an interdisciplinary approach to knowledge. Intellectual discovery and an appreciation for the creative and performing arts will be the end result of this experience.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:
None at this time.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

(see attached)

Working Papers - Framework

Oral History River View

A rendering of a documentary drama based on the oral history of Portsmouth, Ohio, would take the form of a Reader's Theatre. The oral history is a creative collation of interviews of Portsmouth residents. The interviews are recollective in nature, individual recalling childhood memories and impressions of historically significant events such as the "flood," the depression, World War II.

- I. Oral History of Portsmouth
 - A. Presentation of documentary drama/Reader's Theatre with a follow up discussion program and oral history collection
 - B. Targets
 1. Huntington, Maysville, and Portsmouth on the AAR barge or under a tent on river side
 2. Fall presentations
 - a. Nine performances at different locations, three of which are designated for senior citizens' residences
 3. Radio broadcast/Cable television performance

BUDGET:

Director - graduate student from OU or Miami	\$1500.00
Set Designer/Builder	500.00
Project Manager and original script	500.00
Costumes	300.00
Publicity (pictures, printing, program, etc.)	<u>500.00</u>
	\$3300.00

In-Kind from SSU and OU

Oral history research	\$3000.00
Materials	500.00
Rehearsal space	1000.00
Video	<u>200.00</u>
	\$4700.00

BUDGET:

(See attached)

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$3300.00		
Other (_____)			
University			
In-Kind	\$4700.00		
Cash*	<u>\$310.00</u>		
TOTALS	\$8310.00		

*DESCRIBE SOURCE OF FUNDS FOR SSU'S CASH COMMITMENT:

Cash funds from the Provost's budget.

Grant Proposal Summary

23

TITLE: Julia Marlowe

GRANTING AGENCY: Ohio Humanities Council
Ohio Arts Council
Pixley - Scioto County Area Foundation - Shawnee State
Pixley - Scioto County Area Foundation - Miami University
Shawnee State University Foundation
Scioto County Area Foundation
Ashland Oil Foundation
SOHIO Oil (British Petroleum) Foundation
Ohio Historical Society

PRINCIPAL INVESTIGATOR: Emily Gulker, Shawnee State University

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 10%

PURPOSE: To augment the Always A River: The Ohio River and the American Experience by cooperating with five other states on a year-long project designed to interpret the history, industry, and culture of the Ohio River along its 981-mile course. SSU will reach out to nearby community and rural areas, making effective use of local cultural and educational resources and link up where possible with other major events already being planned.

CLIENTELE TO BE SERVED: SSU students, faculty and staff, and the general public

RELATIONSHIP TO SSU MISSION: SSU recognized the knowledge, values, and cultural enrichment both in the lives of students and of the community. This experience fosters scholarly inquiry, integrative learning and will result in an interdisciplinary approach to knowledge. Intellectual discovery and an appreciation for the creative and performing arts will be the end result of this experience.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:
None at this time.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

(see attached)

BUDGET:

(See attached)

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$3200.00		
Other (_____)			
University			
In-Kind	\$6300.00		
Cash*	<u>\$3100.00</u>		
 TOTALS	 \$12,600.00		

*DESCRIBE SOURCE OF FUNDS FOR SSU'S CASH COMMITMENT:

Julia Marlowe

Julia Marlowe, "The Lady of the Golden Voice," was distinctive for performing more Shakespearean drama than any other actress of her time. Born in Caldbick, England, August 17, 1865 Julia Marlowe migrated to America to live in Ironton, Portsmouth and Cincinnati. Her stage career began in Cincinnati, took her to success in New York, London, a Doctorate of Letters from George Washington University, an honorary degree from Columbia University, marriage to E. H. Southern, and international fame.

- I. A presentation based on the life of Julia Marlowe
 - A. Context of presentation
 1. Theatre students and community members enacting two scenes from her most memorable Shakespearean performances.
 2. A theatre scholar presenting slides and research material of overview of Marlowe's life.
 3. A Little Theatre representative delineating Marlowe's impact on Little Theatre.
 4. A costume scholar presenting costumes and characterization concepts of the period through costuming.
 5. A community member's exposition of entertainment available along the Ohio River during Marlowe's career.
 6. Architecture scholar presents buildings and businesses in the neighborhoods along the river in which she lived.
 - a. Slides and/or sketches
 - B. Target groups for live presentation
 1. Portsmouth general public on Always A River barge
 - a. Two presentations per day, July 8 and 9, 1991
 2. Huntington and Cincinnati general public on barge if sites so request.
 3. Ironton general public at site in Ironton to be determined.
 4. Portsmouth organizations on request
 - C. Lecture/Video presentations for dates after July 15, 1991
 1. Schools
 2. Community organizations
 3. Senior citizens
 4. Cable television
 5. Audio for radio production

BUDGET:

Julia Marlowe research & slide presentation	\$2000.00	
Project Director	500.00	
Publicity	<u>700.00</u>	
(photography, programs, printing, etc.)	\$3200.00	Request

In-Kind

Architectural Scholar	500.00	
Architectural History	500.00	
National Register Nominations	4800.00	
Rehearsal Facilities SSU	500.00	
Portsmouth Little Theatre loan of costumes		
Video	<u>200.00</u>	
	\$6300.00	In-kind

Grant Proposal Summary

27

TITLE: Portsmouth Architecture: Three Views

GRANTING AGENCY: Ohio Humanities Council
Ohio Arts Council
Pixley - Scioto County Area Foundation - Shawnee State
Pixley - Scioto County Area Foundation - Miami University
Shawnee State University Foundation
Scioto County Area Foundation
Ashland Oil Foundation
SOHIO Oil (British Petroleum) Foundation
Ohio Historical Society

PRINCIPAL INVESTIGATOR: Emily Gulker, Shawnee State University

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 10%

PURPOSE: To augment the Always A River: The Ohio River and the American Experience by cooperating with five other states on a year-long project designed to interpret the history, industry, and culture of the Ohio River along its 981-mile course. SSU will reach out to nearby community and rural areas, making effective use of local cultural and educational resources and link up where possible with other major events already being planned.

CLIENTELE TO BE SERVED: SSU students, faculty and staff, and the general public

RELATIONSHIP TO SSU MISSION: SSU recognized the knowledge, values, and cultural enrichment both in the lives of students and of the community. This experience fosters scholarly inquiry, integrative learning and will result in an interdisciplinary approach to knowledge. Intellectual discovery and an appreciation for the creative and performing arts will be the end result of this experience.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:
None at this time.

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

(see attached)

BUDGET:

(See attached)

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$9500.00		
Other (_____)			
University			
In-Kind	\$15200.00		
Cash*	<u>\$310.00</u>		
TOTALS	\$25,010.00		

*DESCRIBE SOURCE OF FUNDS FOR SSU'S CASH COMMITMENT:

Cash funds from the Provost's budget.

Portsmouth Architecture: Three Views

- I. Robert Forrey as presenter
 - A. Slides of sketches of thirty historically significant and private buildings
 - B. Historical captions for IA.
 - C. Compilation of 60-page text
 - D. Refer to attached general description of intent and purpose by Dr. Forrey
- II. Bruce Goetzman as presenter
 - A. Slides of Portsmouth area buildings
 - B. Descriptions of IA.
 1. Preservation architecture's point of view.
- III. Community volunteer as presenter
 - A. Lecture/discussion on business and industry usage of historic architecture of 19th century.
- IV. Live presentation targets of I-III
 - A. General public on AAR barge, two times daily, July 8 and 9, 1991
- V. Video presentation of I-III
 - A. General public by request, Fall, 1991
 1. Schools
 2. Community organizations
 3. Senior citizen's residences

BUDGET:

Presenter - Bob Forrey research and formulation of presentation	\$3000.00
Architect - Bruce Goetzman (\$500 per day for 2 days)	1000.00
Project Manager	500.00
Book Publication (1500 copies)	3500.00
Artist drawings of buildings	<u>1500.00</u>
	\$9500.00

In-Kind

Community person	
Video	200.00
Boneyfiddle Association National Register nomination	4800.00
SSU National Register nomination	<u>10,200.00</u>
	\$15,200.00

EXPECTED COSTS

1991-92 year	1992-93 year	1993-94 year	1994-95 year
Faculty (1.5) \$ 75,000	Faculty (1.5+5%) \$ 78,750	Faculty (1.5+5%)+(1.5+5%) 82,687 + 39,375 = \$ 122,062	Faculty (2+5%) \$ 128,165
Supplies \$ 1,000	Supplies (+5%) \$ 1050	Supplies (+5%) \$ 1102.50	Supplies (+5%) \$ 1157.63
Travel \$ 1,000	Travel (+5%) \$ 1050	Travel (+5%)+(1.5+5%) 1102.50 + 525 = \$ 1653.75	Travel (+5%) \$ 1708.88
Library \$ 5,000	Library (+5%) \$ 5250	Library (+5%) \$ 5512.50	Library (+5%) \$ 5788.13
Total \$ 82,000	Total \$ 86,100	Total \$ 130,330.75	Total \$ 136,819.65

EXPECTED COSTS

1991-92 year	1992-93 year	1993-94 year	1994-95 year
Faculty (1.5) \$ 75,000	Faculty (1.5 + 5%) \$ 78,750	Faculty (1.5 + 5%) + (.5 + 5%) 82,697 + 39,375 = \$ 122,062	Faculty (2 + 5%) \$ 128,165
Supplies \$ 1,000	Supplies (+5%) \$ 1050	Supplies (+5%) \$ 1102.50	Supplies (+5%) \$ 1157.63
Travel \$ 1,000	Travel (+5%) \$ 1050	Travel (+5%) + (.5 + 5%) 1102.50 + 525 = \$ 1653.75	Travel (+5%) \$ 1708.88
Library \$ 5,000	Library (+5%) \$ 5250	Library (+5%) \$ 5512.50	Library (+5%) \$ 5788.13
Total \$ 82,000	Total \$ 86,100	Total \$ 130,330.75	Total \$ 136,819.65

Grant Proposal Summary

32

TITLE: McGuffy School

GRANTING AGENCY: Ohio Humanities Council
Ohio Arts Council
Pixley - Scioto County Area Foundation - Shawnee State
Pixley - Scioto County Area Foundation - Miami University
Shawnee State University Foundation
Scioto County Area Foundation
Ashland Oil Foundation
SOHIO Oil (British Petroleum) Foundation
Ohio Historical Society

PRINCIPAL INVESTIGATOR: Emily Gulker, Shawnee State University

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: 10%

PURPOSE: To augment the Always A River: The Ohio River and the American Experience by cooperating with five other states on a year-long project designed to interpret the history, industry, and culture of the Ohio River along its 981-mile course. SSU will reach out to nearby community and rural areas, making effective use of local cultural and educational resources and link up where possible with other major events already being planned.

CLIENTELE TO BE SERVED: SSU students, faculty and staff, and the general public

RELATIONSHIP TO SSU MISSION: SSU recognized the knowledge, values, and cultural enrichment both in the lives of students and of the community. This experience fosters scholarly inquiry, integrative learning and will result in an interdisciplinary approach to knowledge. Intellectual discovery and an appreciation for the creative and performing arts will be the end result of this experience.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:
None at this time

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

(see attached)

McGuffey School

A Readers Theatre production, McGuffey School is an original documentary drama based on the McGuffey School system.

- I. Presented by Wheelersburg (Ohio) Elementary School students.
- II. Presentation augmentation
 - A. Mr. Bailey, an Adams County McGuffey School teacher
 - B. 4' x 8' poster displayed by Miami University professor to encourage dialogue concerning the past and future of McGuffey in education
- III. Presentation targets
 - A. Portsmouth general public twice daily on July 7 and 8, 1991
 - B. Huntington and Maysville, one performance each

BUDGET:

Director (OU grad student)	500.00
Miami U. Presenter	?
Set Designer/Construction for Touring	500.00
Project Manager	500.00
Publicity (pictures, program, printing, etc.)	<u>500.00</u>
	\$3,000.00

IN-KIND:

Costumes	600.00
Set Materials (donated by Wheelersburg businesses)	300.00
Three Teachers	1,000.00
Rehearsal Space	<u>200.00</u>
	\$2,100.00

BUDGET:

(see attached)

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$3,000.00		
Other (_____)			
University In-Kind	\$2,100.00		
Cash*	<u>310.00</u>		
TOTALS	\$5,410.00		

*DESCRIBE SOURCE OF FUNDS FOR SSU'S CASH COMMITMENT:

Cash funds from the Provost's budget

TITLE: Marie and Bess Pixley Fund Grant Applications

GRANTING AGENCY: Scioto County Area Foundation

PRINCIPAL INVESTIGATOR: Coordinator -- Susan Warsaw

PERCENTAGE OF P.I. TIME DEVOTED TO GRANT: Varies

PURPOSE: To augment programs at Shawnee State University for the benefit of our students and the community as a whole.

CLIENTELE TO BE SERVED: Varies. However, Pixley Grants generally reach a large segment of the population.

RELATIONSHIP TO SSU MISSION: In the case of these applications, each has been reviewed by Dr. Veri and Dr. Addington as well as by the Pixley committee with relation to University mission in mind.

OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT: Varies

BRIEF DESCRIPTION OF HOW PROJECT WILL BE CONDUCTED:

1. Appalachian Spring -- An exposition of Appalachian arts, crafts, and food to show the rich heritage of the people of our region.
2. An arts and crafts program at the 14th Street Community Center -- To renovate the basement of the 14th Street Community Center for arts and crafts classes for children and adults in order to promote the arts among minority individuals.
3. Portable Microcomputer Laboratory -- To provide "portable workstations" for those businesses and agencies in the area who rely on SSU for computer training.
4. Minority Academic Excellence Program -- This program is designed to provide the solid foundation of academic preparation the minority student needs in order to participate effectively within his/her academic curriculum and to complete a degree program.
5. Bringing Earth Science Laboratories to Scioto County Schools -- Providing adequate laboratory materials (rocks and minerals) to high school science classes.
6. Shawnee State University's Women's Exposition 1991 -- A program for Women's History Month, 1991 in order to foster the desire for higher education among previously undeserved women.
7. Coping With Children Who Have Special Needs -- A workshop to educate those individuals affected by children with special needs (parents, teachers, general public) about the services available in our community.

8. International Film Series -- To provide for cultural enrichment through a series of international films for students and the general public.
9. Philosophy and the Public Issues -- Lecture series by philosophers.
10. Scioto County Technology Consortium -- To promote the growth and understanding of computer aided design and other high technology innovations by training area teachers and establishing an electronic bulletin board.

A grant proposal for the following activity has been submitted to the Scioto County Area Foundation Board. If the group does not choose to fund it, the Pixley committee suggests that it become part of the Pixley proposal package:

Always A River: a modern ballet -- a ballet celebrating the Ohio River and its relationship to Portsmouth as part of the Always A River activities of 1991.

BUDGET:

	<u>Project Totals</u>	<u>Pixley Request</u>
Appalachian Spring	\$ 10,500.00	\$ 5,000.00
An arts and crafts program at the 14th Street Community Center	15,000.00 (21,000)	15,000.00 (21,000)
Portable Microcomputer Lab	25,000.00	25,000.00
Minority Academic Excellence Program	16,500.00	15,000.00
Bringing Earth Science Laboratories to Scioto County Schools	6,000.00	4,111.50
SSU Womens' Exposition 1991	4,000.00	4,000.00
Coping With Children Who Have Special Needs	5,800.00	2,900.00
International Film Series	2,500.00	1,000.00
Philosophy and the Public Issues	2,800.00	1,000.00
Scioto County Technology Consortium	27,751.00	26,265.00
TOTAL	\$115,851.00	\$99,276.50

<u>Fund Source</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Grant	\$99,276.50	\$ NA	\$ NA
Other	\$ 2,300.00	\$	\$
University		\$	\$
In-Kind	\$14,274.50	\$	\$
Cash*	\$	\$	\$
TOTALS	\$115,851.00	\$	\$
*Always A River: A Modern Ballet	\$ 35,500.00		

APPENDIX B

PROPOSAL FOR A NEW DEGREE OR NEW DEGREE PROGRAM

SHAWNEE STATE UNIVERSITY
940 Second Street
Portsmouth, Ohio 45662

Institution Submitting Proposal

Off-Campus Bachelor of Science Degree with a Major in
General Business, at Southern Ohio Correctional Facility
Title of Proposed Program

New degree

New degree program

School of Business Administration
Department in Which Program
Will Be Located

Name of Department Head
Roy B. Payne, Jr., Dean

Bachelor of Science with a Major
in General Business

Spring, 1991

Degree to be Offered

Proposed Initiation Date

Signature/Date

President/Chief Executive
Approval

Date Endorsed/Approved by
Institution Board

Date Received by Board of Regents

PRELIMINARY PROSPECTUS

In order to meet student needs and continue to address our stated mission as an institution of higher learning, Shawnee State University proposes to offer a Bachelor of Science in Business Administration at its off-campus program at Southern Ohio Correctional Facility in Lucasville, Ohio. This program is to be in accordance with the already approved main campus program that graduated its first class spring quarter of this year. It has been developed by Shawnee State University's School of Business Administration which will be responsible for its content and integrity. The target date for implementation is spring quarter of the 1991 school year.

During the past twelve years, Shawnee State has offered Southern Ohio correctional students courses leading to the attainment of associate degrees. There are now more than seventy present and former students who have attained their associate degree and are now eager to pursue a baccalaureate degree program. Most of these students have already met most of the university's general core requirements and many of the specific requirements of a business administration major.

This program both expands and enhances the stated mission of Shawnee State University by extending its principles of critical thinking, ethical action, and effective communication to the non-traditional students at the Southern Ohio Correctional Facility. By interjecting its belief in the importance of knowledge, values, and cultural enrichment, Shawnee State has taken the first step in this extended mission. Now, it is necessary to provide the continuation of the personal and professional development of these students. It is important to take the next step and to extend to its non-traditional students the education they have learned to respect.

It is expected that, initially, the baccalaureate program in business administration will attract at least thirty students into the program. This should grow to about one hundred in four years. About half of these will be new Shawnee State students and all of the students will be attending classes on a full-time basis.

This off-campus program falls within Shawnee's service district and there are no similar programs being offered these students.

The impact of this program on the facilities available should be minimal because we don't expect more than three or four additional classes per quarter. Faculty requirements are estimated to include 1 1/2 new full time faculty members the first two years and an additional 1/2 member beginning the third year of the program.

Additional support services will be, for the most part, one of degree not of kind and will include increased library holdings and other research support materials.

Bachelor of Science in Business Administration With a Major in General Business

The four-year program in general business is designed to provide students with a broad understanding of business. The program focuses on the dynamics of business in all aspects. A broad-based general education precedes an extensive education in general business. A successful graduate has the necessary tools to enter into a career in business as well as to pursue graduate studies.

The General Business program has both a core of courses and business and non-business electives. Students choose, by consultation with their advisors, at least one upper division course in four of the five prescribed elective areas: accounting, automated information systems, economics, finance, and management. Students have some flexibility to design a program to meet their career goals.

Graduation Requirements

In summary form, the graduation requirements are as follows.

a. General Education Core Course Requirements.....	50
b. Business Core Course Requirements	68
c. General Business Electives	16
(Upper division credit requirements in four areas)	
d. Other Business Electives	20
(Minimum credit requirements)	
e. Non-Business Credit Requirements	24
f. Business or Non-Business Credit Requirements	8
TOTAL	186

Students must take a minimum of 74 hours of non-business courses (a and e above). Two hours of non-business courses may be in physical education. The following is a suggested outline of curriculum, by quarters, for the B.S. degree in Business Administration.

EXPECTED COSTS

1991-1992	1992-1993	1993-1994	1994-1995
Faculty (1.5) \$75,000	Faculty (1.5 + 5%) \$78,750	Faculty (1.5 + 5%) + (.5 + 5%) 82,687 + 39,375 = \$122,062	Faculty (2 + 5%) \$128,165
Supplies \$1,000	Supplies (+5%) \$1,050	Supplies (+5%) \$1,102.50	Supplies (+5%) \$1,157.63
Travel \$1,000	Travel (+5%) \$1,050	Travel (+5%) + (.5 + 5%) 1,102.50 + 525 = \$1,653.75	Travel (+5%) \$1,708.88
Library \$5,000	Library (+5%) \$5,250	Library (+5%) \$5,512.50	Library (+5%) \$5,788.13
Total \$82,000	Total \$86,100	Total \$130,330.75	Total \$136,819.65

PROPOSAL FOR A NEW DEGREE OR NEW DEGREE PROGRAM
SHAWNEE STATE UNIVERSITY
940 Second Street
Portsmouth, Ohio 45662

Institution Submitting Proposal

Off-Campus Bachelor of Arts Degree with a Major in Social Science , at S.O.C.F.

Title of Proposed Program

New degree

New degree program

Department of Social Science
Department in Which Program
Will Be Located

Name of Department Head
Anthony J. Dzik, Chairman

Bachelor of Arts with a Major in Social Science

Spring Quarter 1991

Degree to be Offered

Proposed Initiation Date

Signature/Date

President/Chief Executive
Approval

Date Endorsed/Approved by
Institution Board

Date Received by Board of Regents

PRELIMINARY PROSPECTUS

In order to meet student needs and continue to address our stated mission as an institution of higher learning, Shawnee State University proposes to offer a Bachelor of Arts degree with a major in Social Science at its off-campus program at Southern Ohio Correctional Facility in Lucasville, Ohio. This program is to be in accordance with the already approved main campus program that graduated its first class spring quarter of this year. It has been developed by Shawnee State University's division of Social Sciences which will be responsible for its content and integrity. The target date for implementation is spring quarter of the 1991 school year.

During the past twelve years, Shawnee State has offered Southern Ohio correctional students courses leading to the attainment of associate degrees. There are now more than seventy present and former students who have attained their associate degree and are now eager to pursue a baccalaureate degree program. Most of these students have already met most of the university's general core requirements and many of the specific requirements of a social science major.

This program both expands and enhances the stated mission of Shawnee State University by extending its principles of critical thinking, ethical action, and effective communication to the non-traditional students at the Southern Ohio Correctional Facility. By interjecting its belief in the importance of knowledge, values, and cultural enrichment, Shawnee State has taken the first step in this extended mission. Now, it is necessary to provide the continuation of the personal and professional development of these students. It is important to take the next step and to extend to its non-traditional students the education they have learned to respect.

It is expected that, initially, the baccalaureate program in social science will attract at least thirty-five students into the program. This should grow to about one hundred and fifteen in four years. About half of these will be new Shawnee State students and all of the students will be attending classes on a full-time basis.

This off-campus program falls within Shawnee's service district and there are no similar programs being offered these students.

The impact of this program on the facilities available should be minimal because we don't expect more than three or four additional classes per quarter. Faculty requirements are estimated to include 1 1/2 new full time faculty members the first two years and an additional 1/2 member beginning the third year of the program.

Additional support services will be, for the most part, one of degree not of kind and will include increased library holdings and other research support materials.

Bachelor of Arts Degree with a Major in Social Science

The general social science major requires a fundamental core of social science courses consisting of 36 hours. Social science majors must achieve a minimum "C" grade in all social science courses in order to graduate.

Degree Requirements

General Education Core	50 Hours
Social Science Core	36 Hours
Social Science Upper Division Electives (300-400 level)	24 Hours
Social Science Electives (any level)	12 Hours
University Electives	64 Hours
Total Social Science Program	186 Hours

General Education Core (50 Hours)

Course No.	Course	Credit Hours
ENGL 111S	Discourse and Composition	4
ENGL 112S	Composition and Research	4
ENGL 115S	Composition and Literature	4
ENGL/HIST 225S	Civilization and Literature 1	4
ENGL/HIST 226S	Civilization and Literature 2	4
ENGL/HIST 227S	Civilization and Literature 3	4
PSCI 110S	Physical Science Core Course	4
SOCI 110S	Foundations of Social Science	4
BIOL 110S	Life Sciences Core Course	4
MATH 110S	Mathematics Core Course	4
PHIL 320S	Ethics in Public and Private Life	4
SOCI 485S	Community Involvement	2
SOCI 490S	Senior Seminar	4

Social Science Core Courses (36 Hours)

Course No.	Course	Credit Hours
PSYC 101	Introduction to Psychology	4
SOCI 101	Introduction to Sociology	4
GOVT 250	Introduction to Political Science	4
ECON 101	Principles of Economics 1 (or ECON 102)	4
ANTH 250	Principles of Cultural Anthropology (or GEOG 125 or GEOG 130 or GEOG 201)	4
HIST 111	American History (or HIST 112 or HIST 113)	4
HIST 201	Ancient or European History (or HIST 202 or HIST 203)	4
PSYC 273	Psychology of Human Adjustment	4
GOVT 401	State of the World	4

EXPECTED COSTS

1991-1992	1992-1993	1993-1994	1994-1995
Faculty (1.5) \$75,000	Faculty (1.5 + 5%) \$78,750	Faculty (1.5 + 5%) + (.5 + 5%) 82,687 + 39,375 = \$122,062	Faculty (2 + 5%) \$128,165
Supplies \$1,000	Supplies (+5%) \$1,050	Supplies (+5%) \$1,102.50	Supplies (+5%) \$1,157.63
Travel \$1,000	Travel (+5%) \$1,050	Travel (+5%) + (.5 + 5%) 1,102.50 + 525 = \$1,653.75	Travel (+5%) \$1,708.88
Library \$5,000	Library (+5%) \$5,250	Library (+5%) \$5,512.50	Library (+5%) \$5,788.13
Total \$82,000	Total \$86,100	Total \$130,330.75	Total \$136,819.65

RESOLUTION 60-90**Personnel Actions**

WHEREAS, the following applicants have been screened, interviewed, and recommended by proper University personnel for employment, and Dr. Veri has reviewed the candidates' credentials and approves employment;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the following individuals for employment at the yearly stated salary:

Robert L. Lawson
Director, Office of Continuing Education
Annual salary of \$46,575 (with the stipulation that his
doctorate must be completed by June 1991 in order for
continued employment beyond that date)
Effective date of employment - November 15, 1990

Michael Pinson
Engineering Laboratory Technician, College of Engineering
Technologies
Annual salary of \$22,127
Effective date of employment - October 16, 1990

RESOLUTION 58-90

Submission of Grant Proposals

WHEREAS, Emily Gulker, Associate Professor, is submitting five grant proposals to the following agencies: Ohio Humanities Council, Ohio Arts Council, Pixley--Scioto County Area Foundation---Shawnee State, Pixley--Scioto County Area Foundation--Miami University, Shawnee State University Foundation, Scioto County Area Foundation Ashland Oil Foundation, SOHIO Oil (British Petroleum) Foundation, Ohio Historical Society. The projected funding is \$28,900 for Always A River Modern Ballet; \$3,300 for Oral History River View; \$3,200 for Julia Marlowe; \$9,500 for Portsmouth Architecture: Three Views; and \$3,000 for McGuffey School; and

WHEREAS, Susan Warsaw, Director, Office of Development and Community Relations, is submitting a proposal "Marie and Bess Pixley Fund Grant Applications" to the Scioto County Area Foundation. The projected funding is \$99,276.50;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves submission of the grants listed above.

REPORT OF THE QUALITY OF UNIVERSITY LIFE COMMITTEE**1.0 Request for Action****1.1 Resolution 59-90 - Drug Free Campus Policy**

This policy has been developed to maintain a workplace free of illegal drugs or the unlawful use of alcohol and will place Shawnee State in compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989. This policy has undergone review by Mr. Gary Batke, University legal counsel, the leaders of the University constituent groups, the Vice President of Student Affairs, the President's Council and the President, and is recommended for Board of Trustee approval.

2.0 Information and Reports**2.1 Registrar Briefing**

Mr. Steve Midkiff presented a briefing on the Office of the Registrar. He presented information on the department's mission; a summary of major activities and projects under development; its goals and objectives; and the major shifts of responsibility in the transition to University status and the impact of these shifts on service to the students and the University.

RESOLUTION 59-90

Approval of Drug Free Campus Policy

WHEREAS, the attached policy has been developed to maintain a workplace free of illegal drugs or the unlawful use of alcohol and will place Shawnee State University in compliance with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendment of 1989; and

WHEREAS, this policy has been reviewed by the appropriate University groups, the Quality of University Life Committee, and is recommended by the President;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the adoption of the policy listed below:

- o Drug Free Campus

Shawnee State University

AREA:	POLICY NO.:
	PAGE NO.: 1 OF 5
	EFFECTIVE DATE:
SUBJECT: DRUG FREE CAMPUS POLICY	RECOMMENDED BY: Paul Crabtree
	APPROVED BY:

1.0 General Background

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989 require all federal contractors, federal grant recipients and recipients of any federal funds whatsoever to implement a comprehensive substance and alcohol abuse policy. Some regulatory compliance requirements under this act were effective March 18, 1989. The Drug-Free Schools and Communities Act Amendment of 1989 is effective October 1, 1990. Shawnee State University shall comply with all provisions of these Acts. This policy shall apply to the entire university community, faculty, staff, and students.

2.0 Standard of Conduct

The university is committed to maintaining a workplace free of illegal drugs or the unlawful use of alcohol. Shawnee State University prohibits the possession, manufacture, distribution, dispensation, or use of illegal drugs and the unlawful use, possession, or distribution of alcohol on all university property, at any locations where employees or students are conducting university related business or activities, when using university vehicles and when using private vehicles on university business or in the conduct of university activities.

3.0 Legal Sanctions

3.1 Applicable legal sanctions under local, State or Federal law for the unlawful possession or distribution of illicit drugs and alcohol are set forth in the referenced laws.

3.1.1 LOCAL Codification Ordinance of Portsmouth
Chapter 624 - Drugs

3.1.2 STATE Ohio Revised Code Chapters 2925 - Drug Offenses
3179 - Controlled Substances
4301 - Liquor Control Laws

3.1.3 FEDERAL Federal (Harrison) Narcotic Act
Federal Narcotic Drugs Import and Export Act
Federal Food, Drug and Cosmetic Act
Federal Alcohol Administration Act

3.2 These sanctions can include probation, fines, driver's license suspension or incarceration.

3.3 Future revisions, amendments or additions to these or other applicable codes are incorporated in this policy by this reference.

4.0 Health Risks

The following describe the health risks of some of those substances that may cause physical or psychological damage when abused.

4.1 **ALCOHOL.** Alcohol consumption causes a number of marked changes in behavior. Even low doses impair judgment and coordination, and increase the incidence of aggressive behavior. Very high doses can cause respiratory depression and death. Alcohol intoxication is equivalent to a drug overdose. If combined with other depressants of the central nervous system, the effects of alcohol are multiplied. Repeated use of alcohol can lead to change in tolerance and dependence. Cessation of alcohol intake can produce withdrawal symptoms including tremors, hallucinations, convulsions, and death. Long-term consumption of large quantities of alcohol can lead to permanent damage to vital organs such as the brain and the liver. Women who drink even small amounts of alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. Children of alcoholic parents have a 40% greater risk of developing alcoholism than children of parents who are not alcoholic.

4.2 **CANNABIS.** The mood altering effects of marijuana are the result of the chemical delta-9 tetrahydrocannabinol (THC). THC is fat soluble and remains in the body up to three weeks after smoking one marijuana cigarette. Consequently, even the occasional user can be detected through urinalysis. Research indicates that regular use may have long-term effects on the user's brain, heart and reproductive organs. The numerous carcinogenic chemicals found in marijuana smoke make it particularly harmful to the lungs. Loss of memory, lack of motivation and diminished attention span are some of the effects of regular marijuana use. Long-term use may result in psychological dependence and change in tolerance.

4.3 **DEPRESSANTS.** The use of depressants can result in a change in tolerance and physical, as well as psychological dependency. The combining of several depressants (e.g. valium and alcohol) will potentiate the depressant effects, multiplying the health hazards. Withdrawal symptoms include anxiety, vomiting, acute psychotic episodes, seizures and death.

- 4.4 **STIMULANTS.** High doses of stimulant drugs result in intense personality disturbances including visual and auditory hallucinations, delusions and paranoia. Tolerance develops rapidly. Cross tolerance does develop among stimulant drugs, (e.g. methamphetamine and cocaine). The use of cocaine can cause death by cardiac arrest or respiratory failure. Stimulants are addictive, and while withdrawal from stimulants is less dangerous than with depressants, depression can make the person vulnerable to suicide.
- 4.5 **NARCOTICS.** Tolerance, especially to the euphoric effects of narcotics, and physical dependence develop rapidly. In order to avoid the abstinence syndrome, the addict becomes preoccupied with acquiring the drug. Withdrawal symptoms are extremely uncomfortable; however, they are seldom life threatening.
- 4.6 **HALLUCINOGENS Phencyclidine (PCP).** Large doses of PCP may result in convulsive seizure, coma and death. Mood disorders occur and the user may become violent, irrational and potentially harmful to self and others. Lysergic acid (LSD), mescaline and philycybin cause sensations and feelings to change rapidly. The user may experience panic, confusion, anxiety, depersonalization and loss of control. While relatively rare, flashbacks, the spontaneous reappearance of the drug experience after use has ceased, may occur.
- 4.7 **ANABOLIC-ANDROGENIC STEROIDS.** Steroid users can experience serious cardiovascular, liver, central nervous system, gastrointestinal and reproductive disorders. In males, use can result in testicular atrophy, sterility, impotence and arrested growth. Irreversible masculinization and sterility can result when women use steroids. Psychological impairments include mood swings, depression and very aggressive behavior.
- 5.0 **Substance Abuse Counseling and Education**
- 5.1 Resource information (booklets, brochures, pamphlets, etc.) regarding health and safety concerns from substance abuse and information regarding the availability of and/or referral to community-based, approved substance abuse counseling and rehabilitation services are available through the Counseling and Assessment Center of Shawnee State University.
- 5.2 Education concerning substance abuse, especially of alcohol and drugs, will be provided periodically on campus. The university community is encouraged to take advantage of these opportunities to become more aware of the effects of substance abuse.

6.0 Sanctions for Violation of Standards of Conduct

Shawnee State University has used and will continue to use progressive discipline in administering sanctions for violations of this policy; however, the university reserves the right to determine when the serious nature of a violation or arrest without adjudication requires that the university take immediate action up to and including dismissal. Appropriate law enforcement authorities will be notified if any illegal substances are found on the university campus. All action will be in compliance with the negotiated contracts of SEA and CWA except in serious cases where immediate action is necessary and mandated by law. Such action may include, but is not limited to the following:

6.1 Possible sanctions for employees may include

- o written reprimands
- o transfer to other duties
- o suspension
- o demotion
- o termination
- o referral to appropriate authorities for prosecution for violations of the standards of conduct described in this policy
- o see 6.3

6.2 Possible sanctions for students may include

- o disciplinary probation
- o suspension
- o dismissal
- o referral to appropriate authorities for prosecution for violations of the standards of conduct described in this policy
- o see 6.3

6.3 Both students and employees may be referred to appropriate drug or alcohol abuse treatment facilities for treatment as a condition of continued employment and/or student standing.

7.0 Conviction of Illegal Drug Violation on the Worksite

It is a condition of employment with Shawnee State University that an employee who is convicted of criminal drug statute violation occurring in the workplace, notify appropriate administrative personnel no later than five days after such conviction.

The University will notify the appropriate federal funding agency within ten days after receiving notice of an employee's conviction with respect to a drug-law violation occurring in the workplace.

Within 30 days of such notice, the University will either take appropriate personnel action, or require the successful completion of a certified drug abuse assistance or rehabilitation program by the convicted employee.

8.0 Distribution of Policy

- 8.1 SSU Policy for a Drug-Free Campus shall be distributed annually to each current employee and student, whether they are full-time or part-time, effective October 1, 1990. The division of Student Affairs shall formulate the procedure for the distribution to students. Distribution to employees shall comply with SSU's Policy on Policies and Procedures, Section 6.0.
- 8.2 A copy of the policy shall be issued to each new full-time or part-time employee by the Personnel Office effective October 1, 1990.
- 8.3 A copy of the policy shall be issued to every new full or part-time student effective October 1, 1990.
- 8.4 The official SSU policy for a Drug-Free Campus shall also be published in the university policies and procedures manual.

9.0 Certification

The Counseling & Assessment Office shall submit the drug-free campus certification as required by Section 22 of the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226) to the Secretary of the U.S. Department of Education.

10.0 Policy Review

The Drug Education Committee shall do a biennial review of this policy to determine the effectiveness of the policy and to insure that sanctions are being consistently enforced. When recommended, changes shall be forwarded by the DEC to appropriate authority for review and for amendment of the policy.

REPORT OF THE FINANCE AND FACILITIES COMMITTEE**1.0 Administrative/Finance Issues****1.1 Cash Reconciliation**

Attached is Mr. Moore's letter indicating the status of Shawnee State University's cash reconciliation.

2.0 Facilities**2.1 Construction Management vs. Project Management**

Information was distributed and discussion regarding project versus construction management followed. Mr. William Cargile, Cargile Construction, Inc., has been pursuing construction management for Shawnee State through the political channels. Mr. Hawk is trying to meet with Carole Olshavsky regarding this matter, but to date has been unable to meet with her.

2.2 University Information Services (UIS)

Due to the changing mission of the UIS department, and the fact that the department currently has three vacancies we are taking the opportunity to reorganize. The attached organizational chart illustrates the new positions along with a general statement of responsibilities. The Finance and Facilities Committee agrees with the reorganization plan and suggests implementation in phases.

2.3 Fixed Asset Inventory

The Finance and Facilities Committee approved the hiring of Valuation Engineering, Inc. of Pittsburgh, PA to conduct the fixed asset inventory at a cost of \$5,900.00.

2.4 Grant Proposals

Mr. Hawk shared with the Finance and Facilities Committee the grant proposal and resolution being considered by the Academic Affairs Committee. A copy of this material is included in that committee's report.

2.5 Shawnee State University Development Foundation

The Finance and Facilities Committee reviewed the resolutions/policies being considered for ratification by the Development Foundation. The resolution will be prepared and placed on the next agenda.

2.6 Associate Architect, Physical Education Building

The selection committee has completed interviews and recommends Myers-NBD as Associate Architect for the Indoor PE Center project. The Finance and Facilities Committee agrees with the recommendation.

3.0 Action Items

3.1 Resolution 61-90 - 1990 Holiday Party

Dr. Veri and the "Committee of 9" recommend that the Board of Trustees support the 1990 Holiday Party. The Finance and Facilities Committee agrees and recommends approval by the Board of Trustees.

To: R. Neil Hawk
From: Ray Moore
Date: September 26, 1990
Subject: Bank Reconciliations

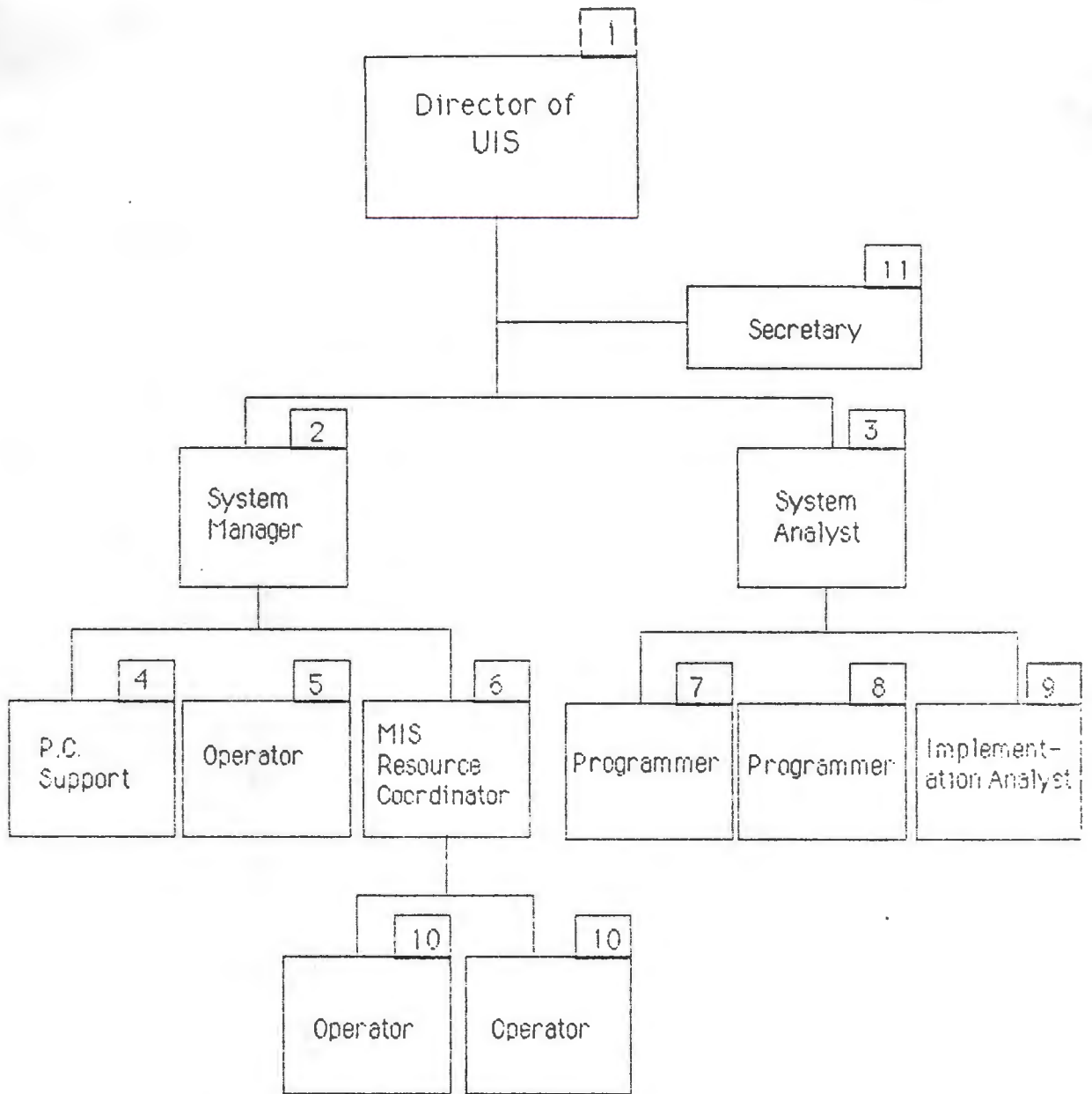
The following is a report on the status of bank reconciliations as of September 26.

The bank reconciliations for the months of July and August are in process but have not been completed. This is due to the year end closing process which has not been completed. When the books are closed on the computer system, the balances are automatically rolled forward thus allowing accurate beginning and ending balances for the months to be obtained. It is anticipated that this "roll over" will occur by the end of the week.

We anticipate that the months of July, August and September will be completed and reconciled by the time of the October report.

If you have any questions, please contact me.

kam901676



CONDENSED JOB DESCRIPTIONS FOR UIS PERSONNEL
per proposal for reorganization

1.0 Major departmental responsibilities are:

- 1.1 To provide service and consultation regarding University computing, including mainframes and micros
- 1.2 Data Networking, including micro LANs as well as Campus LAN
- 1.3 Voice Communications
- 1.4 User training and support on all aforementioned functions

2.0 Director of UIS

- 2.1 This position is charged with the ultimate responsibility of all UIS functions and personnel. All UIS Personnel reports, either directly or indirectly, to the Director. Responsibilities include:
 - 2.1.1 Preparation and management of departmental budgets
 - 2.1.2 Performance evaluations of those personnel reporting directly and review of those reporting indirectly
 - 2.1.3 Disciplinary action as needed
 - 2.1.4 Recruiting and hiring of new/replacement personnel as needed
 - 2.1.5 Maintain favorable intradepartmental and interdepartmental relations and communications
 - 2.1.6 Ongoing planning for UIS as a part of divisional and University planning
 - 2.1.7 Provide overall leadership and management of UIS Department

3.0 Systems Manager

- 3.1 Direct functional responsibilities
 - 3.1.1 VAX/VMS System Management, to include planning for future migration of both hardware and software
 - 3.1.2 Campus data network (VAX/Ethernet) coordination and management
 - 3.1.3 Act as technical consultant to Director in major decision making processes regarding systems relative to assigned responsibilities
 - 3.1.4 Communicate with vendors on various aspects of systems
 - 3.1.5 Maintain an adequate knowledge of trends in technology
- 3.2 Direct supervisory responsibilities
 - 3.2.1 Micro computer support personnel
 - 3.2.2 Operator Services personnel
 - 3.2.3 MIS Resource Coordinator
- 3.3 Indirect supervisory responsibilities
 - 3.3.1 Telephone switchboard operators

4.0 Systems Analyst

- 4.1 Direct functional responsibilities
 - 4.1.1 Provide consultation to users on computer equipment and software
 - 4.1.2 Analyze user needs and develop design documentation from which programmers can perform their functions
 - 4.1.3 Provide backup to VMS and Ethernet functions
 - 4.1.4 Act as technical consultant to Director in major decision making processes regarding systems relative to assigned responsibilities
 - 4.1.5 Communicate with vendors on various aspects of systems
 - 4.1.6 Receive, prioritize, and schedule programming requests
 - 4.1.7 Perform programming tasks as a supplement to Programmers when needed
 - 4.1.8 Maintain an adequate knowledge of trends in technology
- 4.2 Supervisory responsibilities
 - 4.2.1 Programming personnel
 - 4.2.2 Implementation Analyst personnel (facilitation)

5.0 Micro Computer Support

- 5.1 Direct functional responsibilities
 - 5.1.1 Provide user support of micro computer hardware, software, and networking within University standards
 - 5.1.1.1 User needs consultation and advisory
 - 5.1.1.2 Initial installation of hardware and software
 - 5.1.1.3 "First line" problem analysis of both hardware and software
 - 5.1.2 Support/service contract administration
 - 5.1.3 Product inventory maintenance
 - 5.1.4 Develop and maintain a recommended schedule for the replacement and cascading of equipment
 - 5.1.5 Maintain an adequate knowledge of trends in technology

6.0 Operator Services

- 6.1 Direct functional responsibilities
 - 6.1.1 Provide routine data backup services
 - 6.1.2 Monitor and coordinate major print runs
 - 6.1.3 Provide support/service contract administration for host related computer and network hardware and software
 - 6.1.4 Provide initial installation of host related desktop devices (video terminals, printers, etc.)
 - 6.1.5 Provide "first line" hardware problem analysis
 - 6.1.6 Maintain adequate inventory of supplies such as computer paper, printer ribbons, and any other items not maintained by Central Store and for which UIS is responsible
 - 6.1.7 Provide backup for All-in-1 training and support

7.0 MIS Resource Coordinator

- 7.1 Direct functional responsibilities
 - 7.1.1 Provide user training and support of University-wide, host based software systems, to include scheduling and management of UIS training facility
 - 7.1.1.1 All-in-1 Office Automation
 - 7.1.1.2 POISE Data Management System
 - 7.1.1.3 20/20 Electronic Spreadsheet
 - 7.1.2 Development of smaller scale systems which utilize POISE DMS exclusively and require no program language coding
 - 7.1.3 Provide voice communications services
 - 7.1.3.1 Data base administration and management of central switch and voice mail systems
 - 7.1.3.2 Provide supervision and backup on Call Data Recording system
 - 7.1.3.3 Installation of related desktop equipment (telephones, etc.)
 - 7.1.3.4 Provide user training and support of all related equipment and software
 - 7.1.3.5 Hardware contract administration
 - 7.1.3.6 Planning for future migration of both hardware and software
 - 7.1.4 Communicate with vendors on various aspects of systems
 - 7.1.5 Maintain an adequate knowledge of trends in technology
- 7.2 Supervisory responsibilities
 - 7.2.1 Central switchboard operators relative to voice communications

8.0 Programmers

- 8.1 Direct functional responsibilities
 - 8.1.1 Development of software systems utilizing data base management software and/or language coding and work with users to test and implement the software developed
 - 8.1.2 Provide technical enhancements to software systems
 - 8.1.3 Provide technical support to users and/or Implementation Analyst on both custom and purchased software

8.0 Programmers (continued)

8.1 Direct functional responsibilities (continued)

- 8.1.4 Maintain documentation on both custom and purchased software
- 8.1.5 Communicate with software vendors on various technical aspects of software systems

9.0 Implementation Analyst *

9.1 Direct functional responsibilities

- 9.1.1 Works with users in facilitating the flow of data between user departments and within the functionality of the College Administration software system in order to affect smooth and trouble free daily, weekly, monthly, quarterly, and yearly operations of the systems
 - 9.1.1.1 Run dependencies
 - 9.1.1.2 Timely reporting
 - 9.1.1.3 Timely and efficient edits, corrections, and updates
 - 9.1.1.4 Provide assistance to users in efficiently planning work around scheduled computer system "down time" such as for preventative maintenance or software upgrades
- 9.1.2 Provides "first line" support for College Administration software system, serving as liaison between technical software personnel (Programmers) and users
- 9.1.3 Performs query runs with complexity requiring expertise generally beyond that of the typical user

* Although "facilitation" will be this individual's primary responsibility, I believe that a title such as "Implementation Analyst" would sound more professional (this is what Central State calls theirs).

10.0 Telephone Switchboard Operators

10.1 Direct functional responsibilities

- 10.1.1 Maintain central switchboard operations for voice communications system
- 10.1.2 Maintain FAX functions in that area
- 10.1.3 Answers general and basic questions regarding the University to callers and "walk-in" students and visitors
- 10.1.4 Maintains University out-going mail system (Under supervision of the Director of Purchasing)

11.0 Secretary II

11.1 Direct functional responsibilities

- 11.1.1 Perform general secretarial and receptionist work for UIS Department
- 11.1.2 Maintain data base and reporting for voice communications Call Data Recording system
- 11.1.3 Maintain both manual and computerized records for all functions of UIS
- 11.1.4 Develops office procedures as needed
- 11.1.5 Prepares various recurring or special reports such as recap of telephone bills
- 11.1.6 Monitors budget in assigned area, advising supervisor of balances and assisting with funds transfers
- 11.1.7 Maintains departmental calendar, scheduling meetings, appointments, and the like. Coordinates a variety of activities and functions by contacting University and community persons, ensuring arrangements are complete
- 11.1.8 Opens, sorts, records, and distributes mail for UIS
- 11.1.9 Performs general office duties such as ordering office supplies, delivering interdepartmental correspondence, photocopying and assembling materials

RESOLUTION 61-90

Approval of Holiday Party

The annual Holiday Party, a University-wide event, is being planned by the "Committee of 9."

WHEREAS, President Veri recommends approval of this event to the Finance and Facilities Committee; and

WHEREAS, the Committee concurs and therefore recommends approval of this event to be held at the Shawnee State Lodge at an expenditure of \$30 a couple and \$500-\$600 for a band;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the expense for the Holiday Party.

REPORT OF THE EXECUTIVE COMMITTEE

The Executive Committee has held meetings in person and through telephone conference calls to consider items of negotiations with the Shawnee Education Association.

Shawnee State University

Portsmouth, Ohio 45662
(614) 354-3205

MEMORANDUM

September 13, 1990

TO: Board of Trustees
SUBJECT: September 17 Board Meeting

Please find attached the Board book for our meeting on the 17th.

Since the Committee on Academic Affairs will meet in the President's Office at 5:30 p.m., the materials from that meeting will be distributed at the Board meeting.

Dinner will be served in the Board Room at 6:30 p.m. The meeting of the Board will be at 7:30 p.m. in Massie Auditorium.

Please call if I can answer any questions you might have.

Sincerely yours,



Clive C. Veri
President

pjm:90460

CONTENTS

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Action Items

Academic Affairs Committee Report 3

(Because the Academic Affairs Committee will meet immediately before the Board meeting dinner on September 17, the Committee's report and recommendation will be distributed at the Board meeting.)

Quality of University Life Committee Report 4

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RESOLUTION 58-90

Submission of Grant Proposals

WHEREAS, Emily Gulker, Associate Professor, is submitting five grant proposals to the following agencies: Ohio Humanities Council, Ohio Arts Council, Pixley--Scioto County Area Foundation---Shawnee State, Pixley--Scioto County Area Foundation--Miami University, Shawnee State University Foundation, Scioto County Area Foundation Ashland Oil Foundation, SOHIO Oil (British Petroleum) Foundation, Ohio Historical Society. The projected funding is \$28,900 for Always A River Modern Ballet; \$3,300 for Oral History River View; \$3,200 for Julia Marlowe; \$9,500 for Portsmouth Architecture: Three Views; and \$3,000 for McGuffey School; and

WHEREAS, Susan Warsaw, Director, Office of Development and Community Relations, is submitting a proposal "Marie and Bess Pixley Fund Grant Applications" to the Scioto County Area Foundation. The projected funding is \$99,276.50;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees approves submission of the grants listed above.

(October 15, 1990)

RESOLUTION 59-90

Approval of Drug Free Campus Policy

WHEREAS, the attached policy has been developed to maintain a workplace free of illegal drugs or the unlawful use of alcohol and will place Shawnee State University in compliance with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendment of 1989; and

WHEREAS, this policy has been reviewed by the appropriate University groups, the Quality of University Life Committee, and is recommended by the President;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the adoption of the policy listed below:

- o Drug Free Campus

Shawnee State University

AREA:	POLICY NO.:	
	PAGE NO.:	1 OF 5
	EFFECTIVE DATE:	10/15/90
	RECOMMENDED BY:	Paul Crabtree
SUBJECT: DRUG FREE CAMPUS POLICY	APPROVED BY:	<i>W. W. W.</i>

1.0 General Background

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989 require all federal contractors, federal grant recipients and recipients of any federal funds whatsoever to implement a comprehensive substance and alcohol abuse policy. Some regulatory compliance requirements under this act were effective March 18, 1989. The Drug-Free Schools and Communities Act Amendment of 1989 is effective October 1, 1990. Shawnee State University shall comply with all provisions of these Acts. This policy shall apply to the entire university community, faculty, staff, and students.

2.0 Standard of Conduct

The university is committed to maintaining a workplace free of illegal drugs or the unlawful use of alcohol. Shawnee State University prohibits the possession, manufacture, distribution, dispensation, or use of illegal drugs and the unlawful use, possession, or distribution of alcohol on all university property, at any locations where employees or students are conducting university related business or activities, when using university vehicles and when using private vehicles on university business or in the conduct of university activities.

3.0 Legal Sanctions

3.1 Applicable legal sanctions under local, State or Federal law for the unlawful possession or distribution of illicit drugs and alcohol are set forth in the referenced laws.

3.1.1 LOCAL Codification Ordinance of Portsmouth
Chapter 624 - Drugs

3.1.2 STATE Ohio Revised Code Chapters 2925 - Drug Offenses
3179 - Controlled Substances
4301 - Liquor Control Laws

3.1.3 FEDERAL Federal (Harrison) Narcotic Act
Federal Narcotic Drugs Import and Export Act
Federal Food, Drug and Cosmetic Act
Federal Alcohol Administration Act

- 3.2 These sanctions can include probation, fines, driver's license suspension or incarceration.
- 3.3 Future revisions, amendments or additions to these or other applicable codes are incorporated in this policy by this reference.

4.0 Health Risks

The following describe the health risks of some of those substances that may cause physical or psychological damage when abused.

- 4.1 **ALCOHOL.** Alcohol consumption causes a number of marked changes in behavior. Even low doses impair judgment and coordination, and increase the incidence of aggressive behavior. Very high doses can cause respiratory depression and death. Alcohol intoxication is equivalent to a drug overdose. If combined with other depressants of the central nervous system, the effects of alcohol are multiplied. Repeated use of alcohol can lead to change in tolerance and dependence. Cessation of alcohol intake can produce withdrawal symptoms including tremors, hallucinations, convulsions, and death. Long-term consumption of large quantities of alcohol can lead to permanent damage to vital organs such as the brain and the liver. Women who drink even small amounts of alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. Children of alcoholic parents have a 40% greater risk of developing alcoholism than children of parents who are not alcoholic.
- 4.2 **CANNABIS.** The mood altering effects of marijuana are the result of the chemical delta-9 tetrahydrocannabinol (THC). THC is fat soluble and remains in the body up to three weeks after smoking one marijuana cigarette. Consequently, even the occasional user can be detected through urinalysis. Research indicates that regular use may have long-term effects on the user's brain, heart and reproductive organs. The numerous carcinogenic chemicals found in marijuana smoke make it particularly harmful to the lungs. Loss of memory, lack of motivation and diminished attention span are some of the effects of regular marijuana use. Long-term use may result in psychological dependence and change in tolerance.
- 4.3 **DEPRESSANTS.** The use of depressants can result in a change in tolerance and physical, as well as psychological dependency. The combining of several depressants (e.g. valium and alcohol) will potentiate the depressant effects, multiplying the health hazards. Withdrawal symptoms include anxiety, vomiting, acute psychotic episodes, seizures and death.

- 4.4 **STIMULANTS.** High doses of stimulant drugs result in intense personality disturbances including visual and auditory hallucinations, delusions and paranoia. Tolerance develops rapidly. Cross tolerance does develop among stimulant drugs, (e.g. methamphetamine and cocaine). The use of cocaine can cause death by cardiac arrest or respiratory failure. Stimulants are addictive, and while withdrawal from stimulants is less dangerous than with depressants, depression can make the person vulnerable to suicide.
- 4.5 **NARCOTICS.** Tolerance, especially to the euphoric effects of narcotics, and physical dependence develop rapidly. In order to avoid the abstinence syndrome, the addict becomes preoccupied with acquiring the drug. Withdrawal symptoms are extremely uncomfortable; however, they are seldom life threatening.
- 4.6 **HALLUCINOGENS Phencyclidine (PCP).** Large doses of PCP may result in convulsive seizure, coma and death. Mood disorders occur and the user may become violent, irrational and potentially harmful to self and others. Lysergic acid (LSD), mescaline and phencyclidine cause sensations and feelings to change rapidly. The user may experience panic, confusion, anxiety, depersonalization and loss of control. While relatively rare, flashbacks, the spontaneous reappearance of the drug experience after use has ceased, may occur.
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- 5.1 Resource information (booklets, brochures, pamphlets, etc.) regarding health and safety concerns from substance abuse and information regarding the availability of and/or referral to community-based, approved substance abuse counseling and rehabilitation services are available through the Counseling and Assessment Center of Shawnee State University.
- 5.2 Education concerning substance abuse, especially of alcohol and drugs, will be provided periodically on campus. The university community is encouraged to take advantage of these opportunities to become more aware of the effects of substance abuse.

6.0 Sanctions for Violation of Standards of Conduct

Shawnee State University has used and will continue to use progressive discipline in administering sanctions for violations of this policy; however, the university reserves the right to determine when the serious nature of a violation or arrest without adjudication requires that the university take immediate action up to and including dismissal. Appropriate law enforcement authorities will be notified if any illegal substances are found on the university campus. All action will be in compliance with the negotiated contracts of SEA and CWA except in serious cases where immediate action is necessary and mandated by law. Such action may include, but is not limited to the following:

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- o written reprimands
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6.3 Both students and employees may be referred to appropriate drug or alcohol abuse treatment facilities for treatment as a condition of continued employment and/or student standing.

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It is a condition of employment with Shawnee State University that an employee who is convicted of criminal drug statute violation occurring in the workplace, notify appropriate administrative personnel no later than five days after such conviction.

The University will notify the appropriate federal funding agency within ten days after receiving notice of an employee's conviction with respect to a drug-law violation occurring in the workplace.

Within 30 days of such notice, the University will either take appropriate personnel action, or require the successful completion of a certified drug abuse assistance or rehabilitation program by the convicted employee.

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8.2 A copy of the policy shall be issued to each new full-time or part-time employee by the Personnel Office effective October 1, 1990.

8.3 A copy of the policy shall be issued to every new full or part-time student effective October 1, 1990.

8.4 The official SSU policy for a Drug-Free Campus shall also be published in the university policies and procedures manual.

9.0 Certification

The Counseling & Assessment Office shall submit the drug-free campus certification as required by Section 22 of the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226) to the Secretary of the U.S. Department of Education.

10.0 Policy Review

The Drug Education Committee shall do a biennial review of this policy to determine the effectiveness of the policy and to insure that sanctions are being consistently enforced. When recommended, changes shall be forwarded by the DEC to appropriate authority for review and for amendment of the policy.

RESOLUTION 60-90

Personnel Actions

WHEREAS, the following applicants have been screened, interviewed, and recommended by proper University personnel for employment, and Dr. Veri has reviewed the candidates' credentials and approves employment;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the following individuals for employment at the yearly stated salary:

Robert L. Lawson
Director, Office of Continuing Education
Annual salary of \$46,575 (with the stipulation that his
doctorate must be completed by June 1991 in order for
continued employment beyond that date)
Effective date of employment - November 15, 1990

Michael Pinson
Engineering Laboratory Technician, College of Engineering
Technologies
Annual salary of \$22,127
Effective date of employment - October 16, 1990