

**KENT STATE UNIVERSITY
BOARD OF TRUSTEES
September 30, 2016
Urban Conference Room**

Board Members Present

Virginia Albanese
Jennifer Bryant
Stephen Colecchi
Margot James Copeland
Carly Evans
Robin Kilbride
Stephen Perry
Lawrence Pollock, Chair
Shawn Riley
Michael Solomon

KSU President's Cabinet Present

Beverly Warren, President
Todd Diacon
Alfreda Brown
Paul DiCorleto
Nick Gattozzi
Shay Little
Ed Mahon
Rebecca Murphy
Mark Polatajko
Steve Sokany
Charlene Reed, University Secretary
Nathan Ritchey
Willis Walker

CALL TO ORDER AND ROLL CALL

Board Chair Larry Pollock called the meeting to order at 8:02 a.m. in room 214 of the Aeronautics and Technology Building and welcomed the two new trustees, Trustee Carly Evans and Trustee Shawn Riley, who were attending their first meeting of the Board. Board Secretary Margot Copeland called the roll, and a quorum was present.

PROOF OF NOTICE

Chair Pollock stated that public notification was given pursuant to state law and university policy.

EXECUTIVE SESSION

Preceding meetings of the Board standing committees, the Board convened at 8:04 a.m. for the purposes of executive session.

In accordance with Chapter 121.22, section G of the Ohio Revised Code, the Board had a need to meet in Executive Session for the purposes of: (i) considering the employment and compensation of a public employee or official [121.22(G) (1)]; (ii) considering the purchase of property for public purposes [121.22 (G) (2)]; (iii) conference with attorney for the public body concerning disputes involving the public body that are the subject of court action [121.22 (G) (3)]; (iv)

preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment [121.22 (G) (4)]; and (vi) details relative to the security arrangements and emergency response protocols for a public body or a public office [121.22(G) (6)].

Trustee Virginia Albanese moved, seconded by Trustee Stephen Colecchi, that the Board retire into Executive Session. Board Secretary Copeland took a roll call vote of the membership. By virtue of a unanimous roll call vote, the Board adjourned into Executive Session. The session concluded at 9:35 a.m.

The session was followed by meetings of the Academic Excellence and Student Success Committee, Audit and Compliance Committee, External Relations and Development Committee, the Finance and Administration Committee and a luncheon program.

APPROVAL OF THE AGENDA

The Board reconvened for the business portion of the meeting at 2:00 p.m. in room 101 of the Aeronautics and Technology Building. Chair Pollock recognized and welcomed two new trustees who were attending their first meeting of the Board: Undergraduate Student Trustee Carly Evans and Trustee Shawn Riley. Chair Pollock also welcomed and recognized Dr. Nathan Ritchey, vice president of Kent State system integration, and Steve Sokany, who was named vice president of institutional advancement in August.

Chair Pollock requested additions or corrections to the afternoon's agenda.

Hearing no corrections or additions, the agenda was adopted by general consent.

DISPOSITION OF MINUTES

Chair Pollock requested additions, corrections, or changes to the minutes of the May 11, 2016 Board of Trustees meeting. Hearing none, the minutes were approved by general consent.

REPORT OF THE CHAIR

Chair Pollock began by noting this meeting was his first as Chair of the Board of Trustees. He observed that Trustee Evans was appointed by Gov. Kasich, effective June 16, replacing PJ Kimmell, whose term expired. She is a junior majoring in public relations. He also noted that Trustee Evans was one of the prominent faces in the Kent State anthem video and he thanked her for volunteering for the video and for the role as trustee. Chair Pollock then noted that Trustee Riley was also appointed by Gov. Kasich, effective May 19, replacing Dennis Eckart. Chair Pollock stated that Trustee Riley is a proud Kent State graduate whose son attends the university and that as of tomorrow, October 1, Trustee Riley will be the new president of McDonald Hopkins, a national business advisory and advocacy law firm based in Cleveland. Chair Pollock

remarked that the Board was delighted to work with both of the new trustees and all trustees, but especially student trustees, who play vital roles in the life of the university.

Chair Pollock then acknowledged an additional guest, Chair Gary Brahler of the Kent State University Foundation Board of Directors. Chair Pollock thanked Chair Brahler for his attendance and support and stated that the Board looked forward to working closely with him and with the Foundation Board in taking Kent State's philanthropic efforts to a new level. Chair Pollock also stated that Chair Brahler already has been working diligently to align the Board of Trustees and the Foundation Board in order to advance the university.

Chair Pollock then congratulated President Beverly Warren, Provost Todd Diacon, the faculty, staff, and students of Kent State University for a great start to the school year. He noted the positive momentum fueled by record enrollment, retention and student quality; a strong financial foundation; and abundant evidence of continued university-wide growth and vitality. He also made specific reference to the pride in the institution that he has noticed from the student body.

Chair Pollock thanked the trustees who accepted Board leadership roles for 2016-17 including Trustee Copeland as the Chair of the Academic Excellence and Student Success Committee, Trustee Stephen Perry as the Chair of the Audit and Compliance Committee, Trustee Stephen Colecchi as the Chair of the Finance and Administration Committee and Chair of the Compensation Committee, Trustee Della Ratta as the Chair of the External Relations and Development Committee and Chair of the Investment Committee, Trustee Albanese as the Chair of the Nominating and Governance Committee, and Trustee Michael Solomon as the Board Liaison to the Kent State University Foundation Board of Directors.

Finally, Chair Pollock expressed his pleasure regarding the day's agenda as it reflected the university's efficiency and budget realignment efforts that demonstrate a students-first approach. He stated that it is one of his goals as board chair to explore ways to devote more resources to students so that they receive a first-rate, high-quality education. With that, Chair Pollock called on President Warren for her report.

REPORT OF THE PRESIDENT

President Warren began by thanking Chair Pollock for his remarks and his leadership and by reflecting on the excitement she noted throughout the September Board meeting. She then thanked Dean Bob Sines for hosting the Board in the Aeronautics and Technology building and engaging trustees with students and faculty. This interaction allowed the work of the university to come alive for and be celebrated by the Board members. She then echoed Chair Pollock's remarks on the momentum of the university, referencing record enrollment and retention numbers, highlighting the more than 70 new faculty who joined Kent State, and a cadre of accolades that have been bestowed on the university.

President Warren also highlighted several physical changes to the campus, focusing on the Center for Architecture and Environmental Design. She noted that the building was highlighted in the *New York Times*.

President Warren then turned her attention to recent activities on campus that reflected the university's focus upon and development of meaningful voice. She noted numerous examples from August and September that inspired students to find and use their voice, which included: the Freshman Convocation featuring author Wes Moore; the live broadcast of NPR's On Point program highlighting four student leaders and a faculty member; the 100th anniversary of the College of Podiatric Medicine; and visits from several state and national political leaders.

While noting that the university's positive momentum is something to be celebrated, President Warren also took time to recognize several people who have helped fuel this positive momentum. She began by noting Kent State's 10th consecutive year of enrollment growth and thanked Dave Garcia, senior associate vice president for strategic enrollment management, and his team for their incredible efforts. Moving from enrollment to retention, President Warren praised the University College for ensuring students transition successfully from high school to college as well as identify a major that matches their passion and life mission. She recognized Dean Eboni Pringle and congratulated the team upon earning three national recognitions this past year including most recently, the Frank L. Christ Outstanding Learning Center Award of the National College Learning Center Association. Continuing on the topic of student success, President Warren noted the experience of students who stopped out of college for a multitude of reasons but who were academically capable and in good standing. She then thanked Senior Associate Provost Melody Tankersley for reconnecting with former students to encourage them to complete their degrees. Since 2014, this degree completion program has provided a pathway to earn a degree for 106 students and another 56 are slated to graduate this year.

President Warren highlighted the new Summer Undergraduate Research Experience (SURE) program, an eight-week immersion in research with a faculty mentor that has been described by many of its 33 student participants as "a life-changing experience." She thanked Associate Vice President Doug Delahanty for his leadership. President Warren also pointed to the Florence 15 as another high-impact practice that enhances student persistence. These honors students, for the first time in university history, studied abroad at the Florence campus for the fall semester of their freshman year. President Warren acknowledged Interim Dean of the Honors College Don Palmer and Associate Provost for Global Education Marcello Fantoni for their leadership of this ground-breaking experience. She reminded the Board of the successful summer abroad experiences of several Upward Bound students, an effort championed by Vice President for Diversity, Equity and Inclusion Alfreda Brown.

Next, President Warren introduced two new faculty members – Dr. Cheryl Lambert, assistant professor in the College of Communication and Information, and Gregory A. King, assistant professor of theater and dance – who were recruited as a part of a program that has brought 16 new diverse tenure-track faculty to Kent State. She emphasized that Kent State is a more creative

and better functioning place when classrooms are more diverse, when the university has diverse role models for students, and research is enriched by a diverse faculty community.

President Warren also recognized the impact of Kupita-Transiciones program, which is led by the Division of Diversity, Equity and Inclusion and enrolled 300 ethnically diverse students in a special four-day orientation program that has significant impact on student success. She thanked Dana Lawless-Andric, associate vice president in the Division of Diversity, Equity and Inclusion, for her leadership in support of students in transitioning successfully to the college experience.

President Warren then turned her comments to the idea of a re-imagined public research university through a concept she called The Kent State Promise. She stated her desire for Kent State to be an exemplar of the public research university committed to high quality research and academic endeavors, but still cares for its students and puts them first. Toward this end, President Warren highlighted the university's commitment to being a post-secondary education that can be within the reach of all people regardless of race, gender, ethnicity, socioeconomic background or ACT scores. She emphasized that The Kent State Promise does not begin and end with financial support alone. It acknowledges financial need and most importantly pledges to accept students where they are and to support them to define and achieve a pathway to successful degree completion. She highlighted that key to realizing the Kent State Promise is forging robust connections with the community and preparing students for a life and role in that community.

As a commitment to deep engagement with the community, President Warren highlighted the university's intention to be named a Community-Engaged University by the Carnegie Foundation for the Advancement of Teaching. She described a community-engaged university as a place where students are engaged in experiential and service learning linked to classroom assignments and capstone opportunities such as internships and co-ops. In this environment, students also engage with communities and apply their learning to existing real-world problems. A university-wide taskforce led by Kelvin Berry, director of economic development and community relations, now is collecting and collating information that will support the university's application, which will be submitted in April 2019.

President Warren cited four current university efforts that reflect the type of commitment and engagement that the Community-Engaged University classification recognizes: the Cleveland Urban Design Collaborative, the public service arm of Kent State's College of Architecture and Environmental Design; the Rural Scholars Program, a partnership between eight Columbiana County area schools and the Salem and East Liverpool campuses that aims to enhance college attendance among rural youth; community-engaged research such as that of Professor Rick Ferdig, who through his NSF funded research has developed a new app called ParkApps Northeast Ohio in collaboration with the Cuyahoga Valley National Park and Cleveland Metroparks; and town-gown partnerships that leveraged the resources of Kent State, PARTA, the City of Kent, Fairmont Properties and Burbick Companies to create a destination town and a destination university. With that, President Warren concluded her report.

PERSONNEL ACTIONS

Chair Pollock asked President Warren to present the personnel actions. President Warren called on Provost Diacon to present the academic personnel actions, introduced the new Vice President for Human Resources Jack Witt, and called on Senior Vice President Mark Polatajko to present the non-academic personnel actions.

ACADEMIC PERSONNEL

Provost Diacon reported that the academic personnel actions were primarily routine in nature, but highlighted the promotion and/or tenuring of 144 faculty members, the request for emeritus status for five faculty members, and the appointment of Vice President for System Integration Nathan Ritchey. Provost Diacon also took the opportunity to recognize Trustee Carly Evans as a proud graduate of the Provost Leadership Academy.

NON-ACADEMIC PERSONNEL

Senior Vice President Polatajko reported that all non-academic actions to be considered at this meeting were routine in nature.

ACTION: There were no objections to placing personnel actions on the consent agenda.

COMMITTEE REPORTS

Chair Pollock then moved to the committee reports and noted that committee recommendations would be placed on the Consent Agenda and acted upon in one motion, unless any trustee wished to remove an item for further discussion. Chair Pollock then called on Trustee Solomon to present the report of the External Relations and Development Committee on behalf of Committee Chair Della Ratta.

EXTERNAL RELATIONS AND DEVELOPMENT COMMITTEE

Trustee Solomon reported that the External Relations and Development Committee met that morning to consider several items recommended for inclusion on the consent agenda.

APPROVAL AND SUPPORT OF THE UNIVERSITY'S NEXT COMPREHENSIVE CAMPAIGN

Trustee Solomon noted that the first resolution considered by the committee was a resolution requesting Board approval of the university's next comprehensive campaign.

Resolution 2016-46

APPROVAL AND SUPPORT OF THE UNIVERSITY'S NEXT COMPREHENSIVE CAMPAIGN

WHEREAS, over the decades, the generosity of Kent State alumni and friends, faculty and staff, students and parents, corporations, foundations and other organizations has fueled the university's growth and development; and

WHEREAS, the undeniably Kent State value of giving back was evident in the success of the university's two comprehensive campaigns to date – *The Campaign for Kent State University* (1997-2003), which raised \$122 million exceeding a \$100-million goal, and the *Centennial Campaign* (2003-2012), which raised \$265 million exceeding a \$250-million goal; and

WHEREAS, these campaigns were unequivocally vital to improving the academic strength and stature of Kent State by providing unwavering support for talented and deserving students, dedicated and high-achieving faculty members, programs of quality and impact, and facilities essential to the achievement of institutional goals; and

WHEREAS, Kent State is poised at a pivotal moment in its history, with palpable momentum fueling student success, driving Northeast Ohio forward, and strengthening the University's commitment to tackling society's greatest issues through research and scholarship; and

WHEREAS, increased alumni and philanthropic engagement and growth of the endowment are integral to the achievement of the university's bold vision for the future, as expressed in *A Strategic Roadmap to a Distinctive Kent State*, approved by the Board of Trustees in December 2015; and

WHEREAS, the Board formally acknowledges the urgent need for a comprehensive campaign and wishes to officially record its endorsement of this transcendent endeavor; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves and supports the planning and execution of a major comprehensive campaign, which will be the largest in the history of Kent State, with its goals and priorities to be developed and pursued in collaboration with senior leadership, the university community and the Kent State University Foundation.

Trustee Solomon stated that in order for the university to achieve its Strategic Roadmap, it must take alumni and philanthropic engagement and the endowment to new levels. Through this resolution, the Board of Trustees would formally acknowledge the urgent need for a

comprehensive campaign and record its endorsement of this transcendent endeavor. He said the committee enthusiastically supported the resolution and asked that it be placed on the consent agenda for approval.

*ENDORSEMENT OF THE CAMPAIGN FOR A NEW COLLEGE OF BUSINESS
ADMINISTRATION BUILDING*

Trustee Solomon then introduced the next resolution for consideration pertaining to the endorsement of the campaign for a new College of Business Administration Building.

Resolution 2016-47

**ENDORSEMENT OF THE CAMPAIGN FOR A NEW
COLLEGE OF BUSINESS ADMINISTRATION BUILDING**

WHEREAS, the College of Business Administration and the university are investing important resources in faculty, academic programs, student scholarships and other services to propel the rising trajectory of the college into the top 100 business schools in the nation; and

WHEREAS, with enrollment growth exceeding 11% since 2010, the college serves 3,300 majors and 4,000 non-business students, with classes offered in 10 buildings across the Kent campus; and

WHEREAS, the college's current building, built in 1971 and last expanded in 1991, does not provide the appropriate collaborative spaces and 21st century learning environments that will support the preparation of top business leaders and entrepreneurs of the future; and

WHEREAS, the college's capacity to raise the funds necessary to support the construction of a new building was affirmed in a recent feasibility study by the firm Marts & Lundy; and

WHEREAS, initial planning with the firm Bialosky + Partners Architects has targeted the construction of a three-story building of approximately 145,000 square feet to house the College of Business Administration, to be located on the corner of the relocated Campus Drive and Summit Street and to be designed to improve educational programs and outcomes, accommodate growth, and modernize classrooms, offices, computing and sales laboratory rooms to support high-achieving students, faculty, staff, alumni and the business community; and

WHEREAS, the college has up to \$10 million in a fund balance to support the project, and development of building plans will continue as part of the university's comprehensive facilities master planning in 2016-2017; and

WHEREAS, the college administration and advisory board, working with the Division of Institutional Advancement, have launched a major fundraising campaign to support the construction of this transformative building and the establishment of an endowment supporting the new building; now, therefore,

BE IT RESOLVED, recognizing that providing 21st century learning environments for the College of Business Administration is essential for student success and the recruitment of top faculty, the Kent State University Board of Trustees expresses support for the concept of the building project and endorses continued planning and fundraising to make it a reality.

Trustee Solomon highlighted the bold plan of the College of Business Administration and the university to propel the college into the nation's top 100 business schools. The college's current building does not have the appropriate collaborative spaces and 21st century learning environments to prepare top business leaders and entrepreneurs of the future, he said. Trustee Solomon reported that the college's leadership and advisory board have launched a major fundraising campaign to support the construction of a transformative new building and to establish an endowment supporting the new building. With this resolution, the Board would express its support for the concept of a new building and endorse the continued planning and fundraising to make it a reality. Trustee Solomon added that the committee recommended that the resolution be placed on the consent agenda for approval.

*APPROVAL OF THE SERVICES AGREEMENT BETWEEN KENT STATE UNIVERSITY
AND THE KENT STATE UNIVERSITY FOUNDATION, INC.*

Trustee Solomon then introduced the next resolution for consideration pertaining to the approval of a new services agreement between Kent State University and the Kent State University Foundation, Inc. This agreement would replace the existing memorandum of understanding (MOU) between the parties that was approved in 1997, he said.

Resolution 2016-48

**APPROVAL OF THE SERVICES AGREEMENT BETWEEN KENT
STATE UNIVERSITY AND THE KENT STATE UNIVERSITY
FOUNDATION, INC.**

WHEREAS, the Kent State University Foundation, Inc. ("Foundation") is organized as a separate nonprofit corporation under the laws of the State of Ohio and as a federally tax-exempt charitable corporation within section 501(c)(3) of the Internal Revenue Code, whose sole purpose is to raise and administer private funds and gifts for the benefit of the University; and

WHEREAS, the stated purpose of the Foundation is to promote the best interests

of Kent State University (“University”), and such Foundation accomplishes this purpose through the provision of management of gifts and funds donated to further the educational mission and strategic initiatives of the University; and

WHEREAS, the Foundation desires to engage the University to provide certain administrative services in support of the Foundation’s operations; and

WHEREAS, the University desires to utilize the services provided by the Foundation;

WHEREAS, such services are documented and agreed to in the proposed Services Agreement between the parties as herein attached; now therefore

BE IT RESOLVED, that the Kent State University Board of Trustees approves the Services Agreement, as presented, between Kent State University and Kent State University Foundation, Inc., and authorizes the Chair of the Board of Trustees to execute the Agreement subsequent to its approval by the Foundation Board of Directors.

Trustee Solomon stated that as the capacity of the institutional advancement portfolio continues to expand, and the university undertakes a new comprehensive campaign, there is a need to update and expand the roles and responsibilities of the Board of Trustees and the Foundation Board to meet the goals and purposes of the original agreement. He further noted that the Foundation Board would consider the proposed agreement at its October 7 meeting and stated that the committee recommended that the resolution be placed on the consent agenda for approval.

NAMING OF THE HENRY C. GELBKE LIBRARY AT KENT STATE UNIVERSITY AT TRUMBULL

Trustee Solomon then introduced the next resolution regarding the naming of The Henry C. Gelbke Library at Kent State University at Trumbull.

Resolution 2016-49

**NAMING OF
THE HENRY C. GELBKE LIBRARY
AT KENT STATE UNIVERSITY AT TRUMBULL**

WHEREAS, Herman R. Gelbke recognizes Kent State University and Kent State University at Trumbull as a leader in higher education and excellence in Northeast Ohio; and

WHEREAS, Herman Gelbke is a life-long resident of Vienna, Ohio, and along with his late brother, Henry C. Gelbke, owned and operated a nationally renowned dairy farm; and

WHEREAS, Mr. Gelbke desires to honor and celebrate Henry Gelbke successfully managed the Trumbull County farm during Herman's service to the United States Army during World War II; and

WHEREAS, Mr. Gelbke, in recognition of his \$250,000 gift to support student success initiatives, has requested to honor Henry Gelbke through the naming of the Kent State University at Trumbull library; and

WHEREAS, Herman Gelbke has a long history of philanthropy in higher education that has benefitted students throughout Ohio; now, therefore,

BE IT RESOLVED, that the Board of Trustees, on behalf of Kent State University at Trumbull and the current and future students who will benefit from the facility, express sincere appreciation to Herman R. Gelbke for his generosity; and

BE IT FURTHER RESOLVED, that the Kent State University Board of Trustees, in accordance with university policy, hereby names Kent State University at Trumbull's library as The Henry C. Gelbke Library.

Trustee Solomon noted that the proposed naming would honor the late Henry C. Gelbke, brother of donor Herman R. Gelbke. Herman Gelbke provided a \$250,000 gift in support of student success initiatives at the Trumbull campus and approved the naming of the Trumbull library in his brother's honor. Trustee Solomon stated that the committee recommended that the resolution be placed on the consent agenda.

Turning to information items, Trustee Solomon noted a fundraising update from Vice President Sokany. Fundraising results year to date exceeded \$6.3 million, compared to \$3.9 million at this time last year. He also stated that the committee was informed of President Warren's approval, consistent with university naming policy, of the designation of the Bittle Veterans Commons at Kent State University at Stark. Trustee Solomon explained that the Stark campus had renovated a 1,100 square-foot conference room in the library for its military veteran students to gather, study, and support each other. In honor of the wishes of the primary donors to the project, whose donations totaled \$51,000, the space was named for Dr. William G. Bittle, who served as dean of the campus from 1981 to 2004. A Navy veteran, Dean Bittle strengthened services and outreach to veterans during his tenure and he and his wife, Mary Louise, established an endowed scholarship for veterans attending Kent State at Stark.

With that, Trustee Solomon concluded the External Relations and Development Committee report.

ACTION: There were no objections to placing the management decision items on the consent agenda.

Chair Pollock called on Committee Chair Copeland to present the report of the Academic Excellence and Student Success Committee.

ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

Trustee Copeland reported that the Academic Excellence and Student Success Committee met that morning and considered several management decision items that require Board action.

CONFERRAL OF DEGREES – SPRING 2016

Trustee Copeland announced that the committee approved the conferral of 4,883 degrees in the spring of 2016.

Resolution 2016-50

**CONFERRAL OF DEGREES
Spring 2016**

WHEREAS, Section 3341.05 of The Revised Code of Ohio provides that "...On the recommendation of the (KSU) faculty, the (KSU) Board of Trustees may confer such honorary and academic degrees as are customarily conferred by colleges and universities in the United States..."; and

WHEREAS, the Faculties, Deans and Directors of Kent State University's Colleges and Schools recommend that appropriate degrees be conferred on those Kent State students who completed – during the period December 20, 2015, to May 20, 2016 – the various requirements of the respective programs of study they pursued; and

WHEREAS, the University has recognized completion of said programs of study by awarding diplomas as appropriate at a suitable time, during the period cited, upon such persons listed in the accompanying Summary of Candidates for Degrees; now, therefore,

BE IT RESOLVED that the Kent State University Board of Trustees hereby confirms the conferral of their respective degrees upon those persons who have been officially recorded by the Kent State University Registrar as having completed the requirements during said period December 20, 2015, to May 20, 2016.

REVISIONS TO THE FACULTY SENATE CHARTER AND BYLAWS

Trustee Copeland announced that the committee approved revisions to University Policy 3342-2-05 Regarding the Faculty Senate Charter and University Policy 3342-2-06 Regarding the Faculty Senate Bylaws.

Resolution 2016-51

**REVISION OF UNIVERSITY POLICY 3342-2-05
REGARDING THE FACULTY SENATE CHARTER**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, the proposed revisions were recommended by the Faculty Senate Ad Hoc Charter and Bylaws Commission following a comprehensive review; and

WHEREAS, the proposed revisions to University Policy 3342-2-05 Regarding the Faculty Senate Charter were reviewed and approved by the Faculty Senate Executive Committee and the Office of the Provost and approved by the Faculty Senate on May 9, 2016; and

WHEREAS, the proposed revisions clarify language and update terminology and procedures; and

WHEREAS, the proposed revisions have also been reviewed and approved by the Office of General Counsel and the President's Cabinet, and carry the endorsement of the Provost and President; now, therefore,

BE IT RESOLVED that the Kent State University Board of Trustees hereby approves the revision of University Policy 3342-2-05 Regarding the Faculty Senate Charter, effective November 1, 2016.

Resolution 2016-52

**REVISION OF UNIVERSITY POLICY 3342-2-06
REGARDING THE FACULTY SENATE BYLAWS**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, the proposed revisions were recommended by the Faculty Senate Ad Hoc Charter and Bylaws Commission following a comprehensive review; and

WHEREAS, the proposed revisions to University Policy 3342-2-06 Regarding the Faculty Senate Bylaws were reviewed and approved by the Faculty Senate Executive Committee and the Office of the Provost and approved by the Faculty Senate on May 9, 2016; and

WHEREAS, the proposed revisions add definitions, clarify language, and update terminology and procedures; and

WHEREAS, the proposed revisions have also been reviewed and approved by the Office of General Counsel and the President's Cabinet, and carry the endorsement of the Provost and President; now, therefore,

BE IT RESOLVED that the Kent State University Board of Trustees hereby approves the revision of University Policy 3342-2-06 Regarding the Faculty Senate Bylaws, effective November 1, 2016.

Trustee Copeland noted that the revisions to these two policies primarily clarified language and updated terminology and procedures.

ESTABLISHMENT OF UNIVERSITY POLICY 3342-4-01 REGARDING STUDENT AFFAIRS

Trustee Copeland then announced that the committee approved the establishment of University Policy 3342-4-01 Regarding Student Affairs.

Resolution 2016-53

**ESTABLISHMENT OF UNIVERSITY POLICY 3342-4-01
REGARDING STUDENT AFFAIRS**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

Whereas, the University Policy Register does not currently include a policy identifying the responsibilities and oversight of the Division of Student Affairs; and

WHEREAS, establishment of this policy clarifies the President's designation of duties to the Vice President for Student Affairs; and

WHEREAS, these responsibilities include administration of the division and development, implementation and administration of services, policies, and procedures related to student support and services; and

Whereas, the proposed establishment of University Policy 3342-4-01 Regarding Student Affairs has been reviewed and approved by the Office of the Vice President for Student Affairs, the Office of the General Counsel, and the President's Cabinet, and carries the endorsement of the President; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees approves the establishment of University Policy 3342-4-01 Regarding Student Affairs, effective November 1, 2016.

Trustee Copeland noted that this resolution clarified and identified the responsibilities and oversight of the Division of Student Affairs.

*REVISION OF UNIVERSITY POLICY 3342-5-17 REGARDING STUDY
ABROAD AND OTHER INTERNATIONAL TRAVEL*

Trustee Copeland next announced that the committee approved the revision of University Policy 3342-5-17 Regarding Study Abroad and Other International Travel.

Resolution 2016-54

**REVISION OF UNIVERSITY POLICY 3342-5-17 REGARDING
STUDY ABROAD AND OTHER INTERNATIONAL TRAVEL**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, advancing Kent State's impact and reach as a leading international university is a university-level priority; and

WHEREAS, Kent State's commitment to a diverse international student population has provided an immeasurable benefit to the general student community and experience; and

WHEREAS, the original policy was established as an essential component of the risk management structure in global education; and

WHEREAS, proposed revisions to this policy add language that requires students to attend pre-departure orientation and faculty to complete study abroad course leadership training for faculty-led study abroad programs, and identifies the Office of Global Education's role in coordination of decisions for study abroad programs, including cancellations and the handling of emergencies; and

WHEREAS, the Kent State University Board of Trustees has an interest and responsibility to ensure that best practices are utilized when an academic program requires a student or faculty member to travel abroad; and

WHEREAS, the proposed establishment of this university policy has been reviewed and approved by the Office of Global Education, the Office of General Counsel, the Faculty Senate Executive Committee, and the President's Cabinet, and carries the endorsement of the Provost and President; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the revision of University Policy 3342-5-17 Regarding Study Abroad and Other International Travel, effective Spring 2017.

Trustee Copeland explained that the revision added language that required students to attend pre-departure orientation and that required faculty to complete study abroad course leadership training. Additionally, she highlighted that the revisions identified the Office of Global Education's role in coordinating study abroad program decisions, including cancellations and the handling of emergencies.

UNIVERSITY POLICY CHANGES PERTAINING TO RESEARCH AND SPONSORED PROGRAMS

Next, Trustee Copeland announced that the committee approved the establishment, revision and renumbering of seven University policies to create a new chapter in the Policy Register – Chapter 10 for Research and Sponsored Programs

Resolution 2016-55

**UNIVERSITY POLICY CHANGES PERTAINING TO
RESEARCH AND SPONSORED PROGRAMS**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

Whereas, the University Policy Register currently does not include a chapter related to Research and Sponsored Programs; and

WHEREAS, the Division of Research and Sponsored Programs proposes the establishment of Chapter 10 for Research and Sponsored Programs within the University Policy Register; and

WHEREAS, Chapter 10 will include the establishment of two new policies, revision of two existing policies, and relocation of three current policies; and

WHEREAS, the recommended changes are as follows: establishment of University Policy 3342-10-01 Regarding Research and Sponsored Programs Administration; establishment of University Policy 3342-10-02 Regarding Research Compliance; revision and renumbering of University Policy 3342-3-07 (to 3342-10-04) Regarding Financial Interests in Sponsored Projects; revision and renumbering of University Policy 3342-3-08 (to 3342-10-05) Regarding Faculty Participation in Companies Commercializing University Research; renumbering of University Policy 3342-3-03 (to 3342-10-03) Regarding Extramural Projects, Grants and Contracts; renumbering of University Policy 3342-5-09 (to 3342-10-06) Regarding Patents; and renumbering of University Policy 3342-3-05 (to 3342-10-07) Regarding Misconduct in Research and Scholarship; and

WHEREAS, these new, revised and relocated university policies were recommended by the Division of Research and Sponsored Programs, reviewed and approved by the Office of General Counsel, the Faculty Senate Executive Committee, and the President's Cabinet, and carry the endorsement of the Provost and the President; now, therefore,

BE IT RESOLVED, the Kent State University Board of Trustees approves the policy changes pertaining to Research and Sponsored Programs as recommended, effective October 15, 2016.

Trustee Copeland explained that the revisions included the establishment of two new university policies that identified the responsibility and oversight of the Division of Research and Sponsored Programs, the revision of two existing policies, and the relocation of three current policies for inclusion in Chapter 10 of the Policy Register.

Trustee Copeland then turned to three curricular actions that were reviewed and approved by the committee.

*ESTABLISHMENT OF THE AERONAUTICAL SYSTEMS ENGINEERING
TECHNOLOGY MAJOR WITHIN THE BACHELOR OF SCIENCE DEGREE*

The first of these curricular actions was the establishment of the Aeronautical Systems Engineering Technology Major within the Bachelor of Science degree.

Resolution 2016-56

**ESTABLISHMENT OF THE AERONAUTICAL SYSTEMS
ENGINEERING TECHNOLOGY MAJOR WITHIN THE BACHELOR OF
SCIENCE DEGREE**

WHEREAS, the College of Applied Engineering, Sustainability and Technology seeks approval of the establishment of the Aeronautical Systems Engineering

Technology major within the Bachelor of Science degree, elevating it from a concentration to a major; and

WHEREAS, the proposed program prepares students for careers in the design, installation, manufacture, testing, evaluation, technical sales and maintenance of aeronautical/aerospace systems; and

WHEREAS, Aeronautical Systems Engineering Technology has existed as a concentration of the Aeronautics major since 1989; and

WHEREAS, elevating the program from a concentration to a major allows the program to better serve its graduates and the aeronautics industry by creating educational depth in the areas of engineering materials, electro-mechanical devices and control, and systems engineering; and

WHEREAS, the proposed degree program has been reviewed and approved by the appropriate college faculty and curriculum committees, the Educational Policies Council, and the Faculty Senate, and also carries the endorsement of the Provost and the President; now therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the establishment of the Aeronautical Systems Engineering Technology major within the Bachelor of Science degree, effective Fall 2017, pending approval of the Ohio Department of Higher Education and the Higher Learning Commission.

Trustee Copeland noted that the establishment of this degree was requested by the College of Applied Engineering, Sustainability and Technology, and that it elevated the current concentration to a major as recommended by the program's accrediting board.

*ESTABLISHMENT OF THE AMERICAN SIGN LANGUAGE/ENGLISH
INTERPRETING MAJOR WITHIN THE BACHELOR OF SCIENCE DEGREE*

Trustee Copeland then discussed the next proposed curricular action, the establishment of the American Sign Language/English Interpreting Major within the Bachelor of Science degree.

Resolution 2016-57

**ESTABLISHMENT OF THE AMERICAN SIGN LANGUAGE/ENGLISH
INTERPRETING MAJOR WITHIN THE BACHELOR OF SCIENCE
DEGREE**

WHEREAS, the School of Lifespan Development and Educational Sciences within the College of Education, Health and Human Services seeks approval of

the establishment of the American Sign Language/English Interpreting major within the Bachelor of Science degree, elevating it from a concentration to a major; and

WHEREAS, the proposed program prepares students to work with deaf and hard-of-hearing individuals in educational, community, business, medical, mental health, and social services industries; and

WHEREAS, American Sign Language/English Interpreting has existed as a concentration of the Special Education major since 2000; and

WHEREAS, the demand for interpreters across the country has increased as a result of federal legislation that requires any place of public accommodation to provide sign language interpreters or other effective means of communication for deaf and hard-of-hearing individuals; and

WHEREAS, surveys of current and former students, employers of interpreters, coordinators of interpreting services, and coordinators of interpreter preparation programs across the country, support the need for the American Sign Language/English Interpreting major; and

WHEREAS, the major aligns with licensure and certification requirements, as well as accreditation standards of the Commission on Collegiate Interpreter Education; and

WHEREAS, the proposed degree program has been reviewed and approved by the appropriate school and college faculty and curriculum committees, the Educational Policies Council, and the Faculty Senate, and also carries the endorsement of the Provost and the President; now therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the establishment of the American Sign Language/English Interpreting major within the Bachelor of Science degree, effective Fall 2017, pending approval of the Ohio Department of Higher Education and the Higher Learning Commission.

Trustee Copeland explained that the establishment of this major was requested by the College of Education, Health and Human Services, and elevated the current concentration to a major to align with licensure and certification requirements, and accreditation standards.

*REVISION IN NAME OF THE INFORMATION TECHNOLOGY FOR
ADMINISTRATIVE PROFESSIONALS MAJOR TO THE OFFICE TECHNOLOGY
MAJOR WITHIN THE ASSOCIATE OF APPLIED BUSINESS DEGREE*

Next, Trustee Copeland discussed the final of the three proposed curricular actions, the revision in name of the Information Technology for Administrative Professionals Major to the Office Technology Major within the Associate of Applied Business degree.

Resolution 2016-58

**REVISION IN NAME OF THE INFORMATION TECHNOLOGY FOR
ADMINISTRATIVE PROFESSIONALS MAJOR TO THE OFFICE
TECHNOLOGY MAJOR WITHIN THE ASSOCIATE OF APPLIED
BUSINESS DEGREE**

WHEREAS, the Regional College seeks approval of the revision in name of the Information Technology for Administrative Professional major to the Office Technology major within the Associate of Applied Business degree; and

WHEREAS, the degree program is offered presently at four regional campuses – Ashtabula, Salem, Trumbull and Tuscarawas – for students seeking gainful employment in office administrative support positions; and

WHEREAS, Office Technology more accurately describes the program content and coursework and is more recognizable to students and prospective employers; and

WHEREAS, the proposed change will not affect other programs, course offerings, faculty or students; and

WHEREAS, the proposed name revision has been reviewed and approved by the appropriate faculty and curriculum committees, the Educational Policies Council, and the Faculty Senate, and also carries the endorsement of the Provost and the President; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the revision in name of the Information Technology for Administrative Professionals major to the Office Technology major within the Associate of Applied Business degree, effective Fall 2017.

Trustee Copeland explained that the establishment of this major was requested by the Regional College in order to better reflect the program content and coursework, and to increase the college's ability to market the program to prospective students and employers.

With that, Trustee Copeland concluded her report by stating that it was the recommendation of the Academic Excellence and Student Success Committee that the above-recommended items be included on the consent agenda.

ACTION: There were no objections to placing the management decision items on the consent agenda.

Chair Pollock then asked Trustee Perry to present the Audit and Compliance Committee report.

AUDIT AND COMPLIANCE COMMITTEE

Trustee Perry began his report stating that the Audit and Compliance Committee met that morning and discussed the fourth quarter performance report for fiscal year 2016, which compared the Internal Audit Plan budgeted hours to actual. He noted that there were no unusual items to report. He also stated that the committee reviewed a report summarizing the activities performed by the Office of Internal Audit for fiscal year 2016. He highlighted that this report showed that the office spent more than 7,000 hours providing independent appraisals of the financial and operational controls of the university. Trustee Perry also stated that the committee heard a presentation regarding the “Path to Quality for the Office of Internal Audit” followed by a discussion of proposed next steps.

Trustee Perry announced that the committee approved the following revisions to the Office of Internal Audit Charter.

Resolution 2016-59

REVISIONS TO THE OFFICE OF INTERNAL AUDIT CHARTER

WHEREAS, the current Audit and Compliance Committee Charter includes responsibilities of the Committee to review the Office of Internal Audit Charter; and

WHEREAS, the professional standards of the Institute of Internal Auditors were updated to remain current and relevant along with commitment to a quality assurance program; and

WHEREAS, these revisions have been made and require the Office of Internal Audit Charter be reviewed and approved by the Board of Trustees; and

WHEREAS, the revision of this Office of Internal Audit Charter requires the approval of the Audit and Compliance Committee and the full Board of Trustees; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University hereby approves the recommended revisions to the Office of Internal Audit Charter.

Trustee Perry explained that the proposed resolution described revisions to Kent State University's Office of Internal Audit Charter based on guidelines set by the Institute of Internal Auditors (IIA), which is a governing body charged with developing professional standards. Trustee Perry then stated that it was the recommendation of the Audit and Compliance Committee that the proposed revisions to the Office of Internal Audit Charter be approved and included on the consent agenda.

With that, Trustee Perry concluded his report.

ACTION: There were no objections to placing the management decision items on the consent agenda.

Chair Pollock then asked Committee Chair Colecchi to present the Finance and Administration Committee report.

FINANCE AND ADMINISTRATION COMMITTEE

Trustee Colecchi reported that the Finance and Administration Committee met that morning and discussed several items to be considered by the Board. Further, Trustee Colecchi noted at approval was requested by the committee for the following items, and all items were recommended for inclusion on the consent agenda.

RATIFICATION OF THE COLLECTIVE BARGAINING AGREEMENT: KENT STATE UNIVERSITY AND THE FULL-TIME NON-TENURE TRACK FACULTY UNIT OF THE AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS, KENT STATE CHAPTER

Trustee Colecchi began with the resolution that requested approval and ratification of the new Collective Bargaining Agreement with the Full-Time Non-Tenure Track Faculty Unit.

Resolution2016-60

**RATIFICATION OF THE COLLECTIVE BARGAINING AGREEMENT:
KENT STATE UNIVERSITY AND THE FULL-TIME NON-TENURE
TRACK FACULTY UNIT OF THE AMERICAN ASSOCIATION OF
UNIVERSITY PROFESSORS, KENT STATE CHAPTER**

WHEREAS, under the provisions of Chapter 4117 of the *Ohio Revised Code*, Kent State University has maintained a collective bargaining relationship with its full-time non-tenure track faculty since April 1996: and

WHEREAS, the sixth Collective Bargaining Agreement with the Full-Time Non-Tenure Track Faculty Bargaining Unit expired on August 16, 2016; and

WHEREAS, negotiations for a successor agreement began on or about June 16, 2016, and concluded with a tentative agreement on matters subject to negotiations, signed on or about July 27, 2016; and

WHEREAS, the eligible voting membership of the Full-Time Non-Tenure Track Faculty Bargaining Unit ratified that tentative agreement by a vote of 98.73% in favor of ratification on or about August 29, 2016; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University does hereby approve of and ratify the appended Collective Bargaining Agreement with the Full-Time Non-Tenure Track Faculty Unit of the American Association of University Professors, Kent State Chapter, to be in full force and effect from August 16, 2016, to 12:01 a.m. on August 16, 2019.

Trustee Colecchi underscored that the effective date of this agreement would be from August 16, 2016, to 12:01 a.m. on August 19, 2019. He added that negotiations for the proposed agreement began in the summer and concluded with 98.73% of the unit voting in favor of ratification.

*REVISIONS TO ARTICLE 45 OF THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN KENT STATE UNIVERSITY AND THE AMERICAN FEDERATION OF
STATE, COUNTY, AND MUNICIPAL EMPLOYEES*

Next Trustee Colecchi turned to proposed revisions to Article 45 of the Collective Bargaining Agreement with the American Federation of State, County and Municipal Employees (AFSCME).

Resolution 2016- 61

**REVISIONS TO ARTICLE 45 OF THE COLLECTIVE BARGAINING
AGREEMENT BETWEEN KENT STATE UNIVERSITY AND THE
AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL
EMPLOYEES**

WHEREAS, the current Collective Bargaining Agreement (“Agreement”) between Kent State University (“University”) and the Kent State University Employees Local 153, American Federation of State, County and Municipal Employees (“AFSCME”) effective as of October 1, 2014, shall expire in September 30, 2017; and

WHEREAS, pursuant to Article 45 of the Agreement, the parties engaged in a reopener in July 2016 regarding employee healthcare benefits contribution and plan design with any changes effective January 1, 2017; and

WHEREAS, in accordance with such reopener, AFSCME submitted a proposal to the Kent State University Negotiating Team regarding certain revisions to Article 45; and

WHEREAS, the parties mutually agreed upon the removal of the 70/50 plan provided for in Article 45 "Insurance" section (A) and (B); and

WHEREAS, the 70/50 plan offered to AFSCME bargaining unit members shall be replaced with a high-deductible health plan and a health savings account option; and

WHEREAS, the parties further agreed to approve paid parental leave (6 weeks) for the birth or adoptive or foster-care parent for all full-time AFSCME bargaining unit members; and

WHEREAS, the parties agreed that one representative from AFSCME shall be appointed to the health benefits review committee; and

WHEREAS, the eligible voting membership of the AFSCME Bargaining Unit ratified the tentative agreement by a vote of 92.5% on or about September 14, 2016; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University approves the following revisions to the current Agreement effective between the parties: (1) the revision to Sections "A" and "B" of Article 45 of the current Agreement representing the removal of the 70/50 healthcare plan and its replacement with a high-deductible health plan and health savings account option; (2) the addition of Section "L" to Article 45 of the current Agreement representing the inclusion of paid parental leave benefits; and (3) the addition of Section "M" to Article 45 of the current Agreement representing the addition of one seat on the health benefits review committee to be occupied by an AFSCME bargaining unit member.

Trustee Colecchi reported that the current AFSCME Collective Bargaining Agreement provided for a reopener regarding 2017 employee healthcare benefits contribution and plan design. The resolution requested approval of revisions to Article 45 of the agreement to be effective for the next benefit plan year beginning on January 1, 2017. He added that negotiations for the proposed agreement began in July and concluded with 92.5% of the unit voting in favor of ratification.

*AMENDMENT OF PAY STRUCTURE FOR UNREPRESENTED CLASSIFIED
CIVIL SERVICE STAFF*

Trustee Colecchi then discussed the revised pay structures for unrepresented classified civil service staff.

Resolution 2016-62

**AMENDMENT OF PAY STRUCTURE
FOR UNREPRESENTED CLASSIFIED CIVIL SERVICE STAFF**

WHEREAS, Section 3345.31 of the *Ohio Revised Code* authorizes the Board of Trustees of Kent State University to establish compensation plans, including pay structures for all employees not represented in a bargaining unit, and to establish rules or policies for the administration of the compensation plans; and

WHEREAS, the Board of Trustees authorized a compensation plan for classified civil service staff, who are not in a recognized bargaining unit, effective June 30, 1991; and

WHEREAS, the pay structure associated with the plan is reviewed and amended periodically to reflect changes in economic and market conditions; and

WHEREAS, the attached pay structure has been recommended by the Vice President for Human Resources and approved by the President; and

WHEREAS, Administrative Policy 3342-6-07.2 Regarding the Compensation Plan for Classified Civil Service Staff Who Are Not in a Recognized Bargaining Unit requires that the Board of Trustees of Kent State University authorize this amendment to the pay structure for Unrepresented Classified Civil Service Staff, on behalf of the university; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the attached Pay Structures for Unrepresented Classified Civil Service Staff, effective with the pay period inclusive of September 1, 2016, and the Classified Unrepresented Civil Service Pay Structure Addendum Market Adjusted Hiring Rates, effective the same date.

Trustee Colecchi remarked that the proposed resolution sought approval of revised pay structures for unrepresented classified civil service staff. He added that the recommended changes in pay structures appeared to be reasonable and necessary to allow the university to continue to progressively build the compensation structure to remain consistent with local market changes. He noted that, if approved, the rates would be effective with the pay period inclusive of September 1, 2016.

*AMENDMENT OF SALARY STRUCTURES FOR UNCLASSIFIED ADMINISTRATIVE
AND PROFESSIONAL EXEMPT STAFF AND UNCLASSIFIED NONEXEMPT STAFF
NOT REPRESENTED IN A BARGAINING UNIT*

Trustee Colecchi then introduced the amendment of salary structures for the unclassified administrative and professional staff, and unclassified nonexempt staff not represented in a bargaining unit.

Resolution 2016-63

**AMENDMENT OF SALARY STRUCTURES FOR UNCLASSIFIED
ADMINISTRATIVE AND PROFESSIONAL EXEMPT STAFF AND
UNCLASSIFIED NONEXEMPT STAFF NOT REPRESENTED
IN A BARGAINING UNIT**

WHEREAS, Section 3345.31 of the *Ohio Revised Code* authorizes the Board of Trustees of Kent State University to establish compensation plans, including pay structures for all employees not represented in a bargaining unit, and to establish rules or policies for the administration of the compensation plans; and

WHEREAS, the Board of Trustees authorized the establishment of an Administrative and Professional pay structure for unclassified exempt administrative and professional staff with continuing appointments, effective August 1, 1999; and

WHEREAS, the pay structures associated with the plan are reviewed and amended periodically to reflect changes in economic and market conditions; and

WHEREAS, the attached revised pay structures have been recommended by the Vice President for Human Resources and approved by the President; and

WHEREAS, the Kent State University Board of Trustees approved the creation of separate functional/divisional structures for Unclassified Administrative and Professional Exempt Staff and Unclassified Nonexempt Staff, effective November 1, 2013, as follows: President, Academic Affairs and Regional Campuses, Institutional Advancement, Information Services, University Relations, Business and Finance, Enrollment Management and Student Affairs, Human Resources, Diversity, Cross Divisional, and Athletics – Support Positions and Coaches; now therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves a 1.5% adjustment to the 12-Month Salary Structures for Unclassified Administrative and Professional Exempt Staff and Unclassified Nonexempt Staff,

as recommended effective September 1, 2016 for Unclassified Administrative and Professional Exempt Staff and Intercollegiate Athletics. The structure adjustments effective August 21, 2016 (the pay period that includes September 1, 2016) are for Unclassified Nonexempt Staff.

Trustee Colecchi said that this resolution was similar to the previously discussed resolution regarding the pay structure for unrepresented classified civil service staff. The resolution requested amendment of salary structures for the unclassified administrative and professional staff, and unclassified nonexempt staff not represented in a bargaining unit. He noted that salary structures unique to each division of the university and the market in which their jobs exist were created in November 2013. Adjustments were recommended by the university to reflect changes in economic and market conditions and if approved, the changes would be effective September 1, 2016, he said.

ESTABLISHMENT OF UNIVERSITY POLICY 3342-5-22 REGARDING DEADLY WEAPONS

Trustee Colecchi then discussed the resolution pertaining to the establishment of University Policy 3342-5-22 Regarding Deadly Weapons.

Resolution 2016-64

**ESTABLISHMENT OF UNIVERSITY POLICY 3342-5-22
REGARDING DEADLY WEAPONS**

WHEREAS, Section 3345.21 of the Ohio Revised Code provides the Board of Trustees with the authority to regulate the use of the grounds, buildings, equipment and facilities of Kent State University; and

WHEREAS, in furtherance of its recognition to maintain law and order so that it may pursue its educational objectives and programs in an orderly manner, the Board of Trustees previously endorsed rule 3342-5-12.13, Administrative Policy Regarding Deadly Weapons and Dangerous Ordnance at Kent State University; and

WHEREAS, the Senior Vice President for Finance and Administration and the Director of Public Safety believe there is a need to rescind the current administrative policy and create a new university policy with the intention of further clarifying the university's policy on dangerous weapons as defined in the Ohio Revised Code; and

WHEREAS, the proposed university policy provides that the possession, storage or use of a deadly weapon by students, staff, faculty, third parties doing business

with the university and visitors is prohibited inside any university building, facility or vehicle, that is owned, operated or leased by the university; and

WHEREAS, the proposed university policy provides that students, staff, faculty and third parties doing business with the university are further prohibited from possessing, storing or using a deadly weapon while outside on university grounds that are owned, operated or leased by the university; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees rescinds Administrative Policy 3342-5-12.13 Regarding Deadly Weapons and Dangerous Ordnance at Kent State University; and

BE IT FURTHER RESOLVED, that the Kent State University Board of Trustees hereby approves the attached University Policy 3342-5-22 Regarding Deadly Weapons, with an effective date of November 1, 2016.

Trustee Colecchi stated that the proposed policy would rescind the current administrative policy regarding deadly weapons and dangerous ordnance, and create a new university policy for the purpose of further clarifying Kent State's policy on dangerous weapons as defined in the Ohio Revised Code. He added that, if approved, the new university policy would be effective November 1, 2016.

*REVISION OF UNIVERSITY POLICY 3342-6-05 REGARDING UNCLASSIFIED
APPOINTMENTS OF ADMINISTRATIVE PERSONNEL*

Next, Trustee Colecchi presented revisions to the university's policy regarding unclassified appointments in order to address new overtime rules proposed for implementation by the federal government on December 1, 2016.

Resolution 2016-65

**REVISION OF UNIVERSITY POLICY 3342-6-05 REGARDING
UNCLASSIFIED APPOINTMENTS OF ADMINISTRATIVE
PERSONNEL**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, the U.S. Department of Labor has made changes to the Fair Labor Standards Act (FLSA) governing overtime exemptions that will impact certain Kent State University administrative personnel in unclassified appointments; and

WHEREAS, current Kent State University policy regarding unclassified appointments of administrative personnel does not include language to provide for potential overtime eligibility; and

WHEREAS, University Policy 3342-6-05 Regarding Unclassified Appointments of Administrative Personnel has been revised to address overtime eligibility; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees approves the revision of University Policy 3342-6-05 Regarding Unclassified Appointments of Administrative Personnel, with an effective date of November 27, 2016.

Trustee Colecchi reminded the Board that the U.S. Department of Labor had made changes to the Fair Labor Standards Act governing overtime exemptions that could impact certain Kent State University administrative personnel in unclassified appointments effective December 1, 2016. He explained that the proposed resolution sought approval to revise the university's policy regarding unclassified appointments in order to address the new overtime rules. He also explained that, if approved, the revised policy would be effective November 27, 2016.

RATIFICATION OF THE 2016 AFFORDABILITY AND EFFICIENCY REPORT

Trustee Colecchi then discussed the resolution regarding the ratification of the 2016 Affordability and Efficiency Report, which was submitted to the Chancellor on July 29, 2016.

Resolution 2016-66

RATIFICATION OF THE 2016 AFFORDABILITY AND EFFICIENCY REPORT

WHEREAS, in the spring of 2015, Governor John Kasich created the Ohio Task Force on Affordability and Efficiency to make recommendations to Ohio's institutions of higher education based on three simultaneous principles - to be more efficient both in expense management and revenue generation, while offering an education of equal or higher quality, and decreasing costs to students and their families; and

WHEREAS, the Ohio General Assembly ultimately passed Amended Substitute House Bill 64 (Section 369.550) that required the boards of trustees of public universities to complete an efficiency review, based on the Task Force's recommendations, by July 1, 2016, and to submit findings and implementation plans to the Chancellor within 30 days, or by August 1, 2016; and

WHEREAS, at its May 11, 2016, meeting, the Kent State University Board of Trustees authorized the Finance and Administration Committee to work with university administration to complete the 2016 Affordability and Efficiency Report recognizing that the next Board meeting was not scheduled until after the report was due; and

WHEREAS, in accordance with Resolution 2016-39, the Board of Trustees of Kent State University delegated authority to the Finance and Administration Committee to complete the report and, upon signature of the Board Chair and the Committee Chair, to submit the 2016 Affordability and Efficiency Report to the Chancellor of the Ohio Department of Higher Education by the aforementioned deadline; and

WHEREAS, the Finance and Administration Committee met with university administration on June 10, 2016, and June 28, 2016, for the purpose of reviewing recommendations and completing the 2016 Affordability and Efficiency Report; and

WHEREAS, the Report was completed and submitted to the Chancellor on July 29, 2016, in accordance with Resolution 2016-39; and

WHEREAS, Resolution 2016-39 further resolved that the Board of Trustees would accept and ratify the 2016 Affordability and Efficiency Report at its next regularly scheduled meeting in September; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University affirms that the Finance and Administration Committee acted in accordance with Resolution 2016-39 and ratifies the 2016 Affordability and Efficiency Report submitted to the Chancellor on July 29, 2016.

Trustee Colecchi recalled that at its May 11, 2016 meeting, the Board authorized the Finance and Administration Committee to work with university administration to complete and submit the 2016 Affordability and Efficiency Report for Kent State University to the Chancellor of the Ohio Department of Higher Education by August 1, 2016. He stated that the proposed resolution affirmed that the Finance and Administration Committee acted in accordance with the Board's directive on May 11, 2016, and ratified the 2016 Affordability and Efficiency Report.

APPROVAL OF THE COMPREHENSIVE FACILITIES MASTER PLAN PROJECT

Next, Trustee Colecchi discussed the approval of a comprehensive facilities master plan project.

Resolution 2016-67

**APPROVAL OF THE COMPREHENSIVE
FACILITIES MASTER PLAN PROJECT**

WHEREAS, Kent State University is nearing completion of the work associated with the Foundations of Excellence initiative; and

WHEREAS, the university requires a comprehensive facilities master plan to complement and advance its Strategic Roadmap; and

WHEREAS, the most recent comprehensive facilities master plan was completed in 1996; and

WHEREAS, a facilities master plan would provide the university with an integrated and comprehensive tool to guide future development; and

WHEREAS, key university and Board representatives would be involved in the planning process with input from a variety of stakeholders including students, faculty, staff, alumni and members of the community; and

WHEREAS, the university has set aside \$1.5 million to complete the project over the next 12 to 18 months; and

WHEREAS, the selection of a master planning firm will follow all state laws and regulations; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to proceed with this project in accordance with University Policy 3342-7-04.

Trustee Colecchi stated that the proposed resolution sought approval of a comprehensive facilities master plan project, not to exceed \$1.5 million. He noted that the last campus-wide facilities master plan was established in 1996. He added that, if approved, a new comprehensive facilities master plan would be commissioned and completed during the next 12-18 months and would provide the university with an integrated and comprehensive tool to guide the development of the Kent campus and adjacent properties.

***APPROVAL OF SPEECH PATHOLOGY AND AUDIOLOGY ADDITION AND
RENOVATIONS***

Next, Trustee Colecchi presented the resolution pertaining to proposed improvements to the Center for Performing Arts.

Resolution 2016-68

APPROVAL OF SPEECH PATHOLOGY AND AUDIOLOGY ADDITION AND RENOVATIONS

WHEREAS, Kent State University's speech pathology and audiology program, a respected and nationally ranked program which trains students at the undergraduate and graduate levels for clinical and research careers, is located in the A-Wing of the Center for the Performing Arts; and

WHEREAS, the university requests approval to renovate the A-wing to reflect the quality of this competitive program in order to address deferred maintenance associated with the building systems and interior finishes and to enhance the patient experience with improved organization of the entry, reception and the clinical and therapy spaces; and

WHEREAS, \$1.5 million has been set aside by the College of Education, Health and Human Services for this project; and

WHEREAS, the design, bidding, and construction of this project will follow all state laws and regulations; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to proceed with this project in accordance with University Policy 3342-7-04.

Trustee Colecchi noted that the resolution sought authorization of improvements to the A-wing within the Center for the Performing Arts. He added that, if approved, renovations would be made for the Speech Pathology and Audiology Program and work would begin in Spring 2017, with completion anticipated by the start of the Fall 2017 semester.

APPROVAL OF VENDOR SELECTION FOR AN UPDATED ACCESS CONTROL SYSTEM FOR THE RESIDENCE HALLS ON THE KENT CAMPUS

Then, Trustee Colecchi presented the resolution regarding the vendor selection for an updated access control system for the residence halls on the Kent campus.

Resolution 2016-69

APPROVAL OF VENDOR SELECTION FOR AN UPDATED ACCESS CONTROL SYSTEM FOR THE RESIDENCE HALLS ON THE KENT CAMPUS

WHEREAS, University Policy 3342-7-12 requires Board of Trustees approval of any single agreement to purchase goods and/or services with an estimated total cost of \$1 million or more, including the initial term and any optional renewals; and

WHEREAS, the residence halls require an updated access control system; and

WHEREAS, the current lock hardware is more than 15 years old, beyond its useful life, and requires ongoing maintenance and repair; and

WHEREAS, in response to a request for proposal issued by the Kent State University procurement department, CBORD provided the proposal with the best overall value; and

WHEREAS, the estimated cost for the project, to be implemented over the course of three years, is \$11.5 million, which includes a 15% project contingency; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to enter into a contract with CBORD for the provision of an access control system to be implemented over the course of three years with a university option of annual support and maintenance to renew each year for the life of the product in accordance with University Policy 3342-7-12.

Trustee Colecchi explained that in accordance with university policy, Board of Trustees authorization is required for purchases of goods and/or services exceeding \$1 million. As such, the proposed resolution requested approval to enter into a contract with CBORD for the provision of an access control system to be implemented in the residence halls over the course of three years, with a university option of annual support and maintenance to renew each year for the life of the product.

APPROVAL OF TRANSFER OF OWNERSHIP OF VARIABLE FLEXIBLE LIFE INSURANCE POLICY

Next, Trustee Colecchi discussed the approval of transfer of ownership of a variable flexible life insurance policy.

Resolution 2016-70

APPROVAL OF TRANSFER OF OWNERSHIP OF VARIABLE FLEXIBLE LIFE INSURANCE POLICY

WHEREAS, Ohio Revised Code 3345.16 empowers the Kent State University Board of Trustees (“Board”) to hold, in trust, certain donations or bequests of money or other personal property; and

WHEREAS, the Board currently holds in trust a \$500,000 Variable Flexible Life Insurance Policy (“Policy”), received as a donation from Ronald Pizzuti in 2001 and currently administered by MetLife through its local account representative; and

WHEREAS, the Memorandum of Agreement (“Agreement”) between the University and the Kent State University Foundation (“Foundation”) provides that the Foundation may receive gifts on behalf of the University and provide ongoing stewardship for such gifts; and

WHEREAS, at the advice of the Vice President for Institutional Advancement, ownership of the Policy should be transferred to the Foundation to facilitate such ongoing stewardship; and

WHEREAS, the Board has the non-delegable duty to transfer such policies currently held in trust by the Board; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees approves the transfer of the said Policy from the University to the Foundation, and shall take such steps as necessary to effectuate such transfer.

Trustee Colecchi explained that the proposed resolution requested approval to transfer ownership of a variable flexible life insurance policy to the Foundation in accordance with the agreement between the university and the Foundation. He stated that, if approved, the Foundation would assume the investment strategy and stewardship of this \$500,000 policy.

Trustee Colecchi continued that the committee also received a report from the August 5, 2016 meeting of the Investment Committee and that the quarterly report on investments were included in the Board materials. Further, he added that the committee also was provided with information regarding the establishment of a new administrative policy regarding electronic signatures as well as a new administrative policy regarding video surveillance and electronic systems for safety and security. Finally, he noted that other information items routinely provided to the Board for its review and consideration were discussed in committee and provided to each member of the Board.

With that, Trustee Colecchi concluded his report.

ACTION: There were no objections to placing the management decision items on the consent agenda.

ACTION: Trustee Albanese moved, seconded by Trustee Copeland, that the consent agenda be approved. There were no objections. The motion passed.

NEW BUSINESS

Chair Pollock then presented the resolution pertaining to the annual review and compensation of the President.

Resolution 2016-71

ANNUAL REVIEW AND COMPENSATION OF THE PRESIDENT

WHEREAS, the Board of Trustees of Kent State University elected Beverly J. Warren as President of Kent State University, effective July 1, 2014; and

WHEREAS, her employment agreement as amended May 11, 2016, includes a performance incentive of up to 20 percent of base salary, as determined by the Board of Trustees; and

WHEREAS, the Board recognizes President Warren's outstanding contributions to the well-being and advancement of Kent State, finding that she has met or exceeded all of her performance goals for the 2015-16 year; now, therefore,

BE IT RESOLVED, that President Warren shall receive the full amount of her 2015-16 performance incentive (20% of base salary) effective immediately and that her employment shall continue as previously authorized by the Kent State University Board of Trustees.

Chair Pollock outlined that each year, the Board of Trustees conducts an annual review of the University President's performance. He highlighted that this is one of its fundamental responsibilities as a board. He stated that the Board reviewed President Warren's 2015-16 goals and accomplishments toward those goals. He stated that based on the excellent performance of the university and of the president in meeting or exceeding those goals, the Board had determined that she had earned the full value of the performance incentive in her contract. Chair Pollock then read two paragraphs directly from the resolution. He began that "Whereas, the Board recognizes President Warren's outstanding contributions to the well-being and advancement of Kent State, finding that she has met or exceeded all of her performance goals for the 2015-16 year. Now, therefore, be it resolved, that President Warren shall receive the full amount of her 2015-16 performance incentive, 20% of base salary, effective immediately and

that her employment shall continue as previously authorized by the Kent State University Board of Trustees.” With that Chair Pollock called for a motion for approval of the resolution.

ACTION: Trustee Copeland moved, seconded by Trustee Albanese, that the resolution be approved. There were no objections. The motion passed.

President Warren expressed gratitude to all those who contributed to the university’s success. Chair Pollock noted the incredible demands of the presidency and added his appreciation for President Warren’s efforts and her dedication to the institution.

ADJOURNMENT

With that, Chair Pollock announced there was no additional business to come before the Board.

Chair Pollock announced that the next regular business meeting of the Board of Trustees was scheduled for Wednesday, December 7, 2016, at the Kent Campus.

On motion duly made and approved, the meeting was adjourned at 3:00 p.m.