

**Kent State University Board of Trustees
Summary of Board Agenda Items – September 30, 2016**

Executive Session – 8-9:30 am	
<p>The following purposes were stated for the executive session: (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)].</p>	
Academic Excellence and Student Success Committee – 9:30-10:30 am	
Committee Recommendations Approved by the Board	Summary
Academic Personnel Actions	This report is routine in nature but included, of special note, the awarding of emeritus status to five retired faculty members: Gary Hanson, Professor, Journalism and Mass Communication; LuEtt Hanson, Associate Dean, College of Communication and Information and Associate Professor; Shirley A. Hemminger, Associate Lecturer, College of Nursing; Dr. Ann Jacobson, Interim Associate Dean and Professor, College of Nursing; and Dr. Marilyn A. Norconk, Professor, Sociology.
Conferral of Degrees – Spring 2016	Routine
Revision of University Policy 3342-2-05 Faculty Senate Charter	Approval of revisions to the Faculty Senate Charter including language clarification, updated terminology and procedures related to elections, faculty petitions seeking initiative and referenda, among other issues.
Revision of University Policy 3342-2-06 Faculty Senate Bylaws	Approval of revisions to the Faculty Senate Bylaws including adding definitions, updating terminology and procedures related to elections, designation and selection of Faculty Senate delegates, removal and recall of elected officers, meeting schedule and agendas, and voting procedures.
Establishment of University Policy 3342-4-01 Regarding Student Affairs	Creation of new policy that identifies the responsibilities and oversight of the Division of Student Affairs.
Revision of University Policy 3342-5-17 Regarding Study Abroad and Other International Travel	Approval of revisions to the Study Abroad and Other International Travel policy including adding requirements that students attend a pre-departure orientation and faculty complete study abroad leadership training. Outlines the Office of Global Education's responsibility for coordinating study abroad program decisions, including cancellations and the handling of emergencies.
University Policy Changes Pertaining to Research and Sponsored Programs	Establishment of two new policies, revision of two existing policies, and renumbering of three current policies to create a Chapter 10 for Research and Sponsored Programs in the University Policy Register. The new policies identify the responsibility and oversight of the Division of Research and Sponsored Programs as well as research compliance.
Establishment of the Aeronautical Systems Engineering Technology Major within the Bachelor of Science Degree	Approval of the elevation of the current Aeronautical Systems Engineering Technology program from a concentration of Aeronautics to a separate major, as recommended by the program's national accreditor.

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Establishment of the American Sign Language/English Interpreting Major within the Bachelor of Science Degree	Approval of the elevation of the current American Sign Language/English Interpreting program from a concentration in Special Education 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	Approval of revisions to the name of the major to more accurately describe the program content and coursework and to be more recognizable to students and prospective employers. The major is offered at Ashtabula, Salem, Trumbull and Tuscarawas campuses.
Information Items for the Committee	Summary
Regional Campuses	Presentation by Vice President of Kent State System Integration Nathan Ritchey regarding impressions formed in his first 90 days at the university.
Retention and Enrollment Update	Overview of Fall 2016 retention and enrollment results.
Audit and Compliance Committee – 9:30-10:30 am	
Discussion Items for the Committee	Summary
FY 2016 Annual Internal Audit Plan Review	Routine
Report of Internal Audit Activities for FY 2016	Routine
Path to Quality for Office of Internal Audit	Presentation by Director of Internal Audit Jo Ann Gustafson regarding recent updates to professional standards in the field of internal audit.
Committee Recommendation Approved by the Board	Summary
Revisions to the Office of Internal Audit Charter	Revision to the Office of Internal Audit Charter based on updated guidelines in 2016 from the Institute of Internal Auditing (IIA).
Finance and Administration Committee – 10:30-11:30 am	
Committee Recommendations Approved by the Board	Summary
Non-Academic Personnel Actions	Routine
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	Approval of new CBA as ratified by the unit with a vote of 98.73% voting in favor of the agreement. Approval by the Board completes the ratification process; new CBA is effective August 16, 2016 to 12:01 a.m. on August 16, 2019.
Revisions to Article 45 of the Collective Bargaining Agreement Between Kent State University and the American Federation of State, County, and Municipal Employees	Approval of amendment to the current AFSCME contract effective through 9/30/17 regarding calendar year 2017 healthcare benefits. Changes approved previously by the membership of the unit, with 92.5% voting in favor of ratification.
Amendment of Pay Structure for Unrepresented Classified Civil Service Staff	Structure is reviewed and amended periodically to reflect changes in economic and market conditions.
Amendment of Salary Structures for Unclassified Administrative and Professional Exempt Staff and Unclassified Nonexempt Staff Not Represented in a Bargaining Unit	Structures are reviewed and amended periodically to reflect changes in economic and market conditions.
Establishment of University Policy 3342-5-22 Regarding Deadly Weapons	Establishment of policy at the university level to clarify the Board's prohibition of deadly weapons in university buildings and on university grounds except as permitted by state law.
Approval of Amendment to University Policy 3342-6-05 Regarding Unclassified Appointments of Administrative Personnel	Amendment of university policy to include language to provide for potential overtime eligibility.

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Ratification of the 2016 Affordability and Efficiency Report	Ratification of 2016 Affordability and Efficiency Report as set out in Resolution 2016-39 (May 11, 2016), which authorized the Finance and Administration Committee to work with the administration to complete the 2016 Affordability and Efficiency Report by the August 1, 2016 deadline.
Approval of the Comprehensive Facilities Master Plan Project	Approval of the project and authorization to enter into a contract with a master planning firm for the completion of the project, at an amount not to exceed \$1.5 million. The Foundations of Excellence initiative is nearing completion and the university requires a comprehensive facilities master plan to complement and advance Kent State's Strategic Roadmap.
Approval of Speech Pathology and Audiology Addition and Renovations	Approval of \$1.5 million in renovations to address deferred maintenance associated with the building systems and interior finishes, as well as improved organization of entry, reception and clinical and therapy spaces.
Approval of Vendor Selection for an Updated Access Control System for the Residence Halls on the Kent Campus	Approval to enter into a contract for the provision of an electronic access control system to be implemented in the residence halls during the next three years.
Approval of Transfer of Ownership of Variable Flexible Life Insurance Policy	Approval of the transfer of a variable flexible life insurance policy now held in trust by the university to the Foundation to facilitate ongoing stewardship.
Information Items for the Committee	Summary
Report of Investment Committee	Routine
Administrative Policy Update	The Board was informed of the establishment of two new administrative policies: Administrative Policy 3342-5-04.2 regarding electronic signatures, effective October 15; and Administrative Policy 3342-5-12.17 regarding video surveillance and electronic systems for safety and security, effective October 15.
Report of Purchasing Activity Greater than \$500,000	Routine
Report of Expenditures	Routine
Report on Capital Projects	Routine
External Relations and Development Committee – 10:30-11:30 am	
Committee Recommendations Approved by the Board	Summary
Approval and Support of the University's Next Comprehensive Campaign	Approval of a resolution supporting 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 developed and pursued in collaboration with senior leadership, the university community and the Kent State University Foundation.
Endorsement of the Campaign for a New College of Business Administration Building	Approval of a resolution supporting fundraising for a new building for the College of Business Administration.
Approval of the Services Agreement Between Kent State University and the Kent State University Foundation, Inc.	Approval of a new services agreement replacing the 1997 Memorandum of Understanding between Kent State and the Kent State University Foundation.
Naming of the Henry C. Gelbke Library at Kent State University at Trumbull	Consistent with university naming policy, approval of the naming of the Trumbull Campus library in honor of the late Henry C. Gelbke, in recognition of a \$250,000 gift from his brother Herman Gelbke supporting student success initiatives at the campus.
Information Items for the Committee	Summary
Fundraising Update	Routine

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Naming of the William G. Bittle Veterans Commons at Kent State University at Stark	Consistent with university naming policy, the Board was informed of the President’s approval of the naming of a renovated facility serving military veterans at the Stark campus in honor of the longtime Stark dean, Dr. William Bittle. The naming action came at the request of major donors to the project.
Board Business Meeting – 2-3 pm	
Additional Action Item Approved by the Board	Summary
Annual Review and Compensation of the President	The Board of Trustees announced its determination that President Warren met or exceeded her established goals for the 2015-16 year and thus awarded her the full value of the performance incentive in her employment agreement.

Summary report prepared by Dr. Charlene Reed, Vice President and University Secretary, creed2@kent.edu. Official minutes of the September Board of Trustees meeting will be approved by the Board at its next business meeting, scheduled for December 7, 2016, at the Kent Campus.