



**HOCKING COLLEGE  
BOARD OF TRUSTEES MEETING**

**Tuesday, July 9, 2013  
6:00 PM**

**Inn at Hocking College  
Regular Meeting**

- **Call to Order** Chairman Troxel
- **Roll Call** Mrs. McDonald
- **Approval of Minutes\*** Chairman Troxel
  - May 28, 2013 Regular Meeting
- **Executive Session** Chairman Troxel
- **Budget Committee Report\*** Trustee Brooks/Ms. Fetty
  - Resolution: FY 2014 Tuition Increase
  - Resolution: FY 2014 Continuation Budget
- **Facilities Committee Report** Trustee Budzik/Dr. Davis
- **Personnel Committee Report** Trustee Taulbee
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Bridges
- **Foundation Report** Ms. Villavicencio
- **Chairman's Report** Chairman Troxel
- **President's Report** Dr. Erickson
- **Old Business** Chairman Troxel
- **New Business** Chairman Troxel
  - Next Meeting: August 27, 2013
- **Adjournment** Chairman Troxel

\*Board Action Required

**July 9, 2013**

---

The Regular Meeting of the Hocking College Board of Trustees was held Tuesday, July 9, 2013, at the Inn at Hocking College, Nelsonville, Ohio.

Administrators attending: Laura Alloway, Director of Marketing and Public Relations; Dr. Carl Bridges, Vice President of Academic and Student Affairs/Provost; Dr. Ron Erickson, President; Gina Fetty, Vice President of Fiscal Services/Treasurer; Dr. Bonnie Allen-Smith, Dean of Allied Health; and Libby Villavicencio, Foundation Executive Director.

Additional attendees: Bill Elliott, Blue Rose Capital Advisors; staff, and media.

#### **CALL TO ORDER**

Chairman Troxel called the meeting to order at 6:14 pm.

#### **ROLL CALL**

Jestinah McDonald, Board Secretary, called the roll:

Board members present: Mike Brooks, Gary Edwards, Larry Rentschler, Andy Stone, Keith Taulbee, Bob Troxel, Paula Tucker, and Darlene Wells.

Board members absent: Mike Budzik

Members present constitute quorum: Yes

#### **APPROVAL OF MINUTES**

Chairman Troxel called for any changes or corrections to the minutes from the May 28, 2013 regular meeting. There being none, Trustee Stone moved, Seconded by Trustee Brooks that they minutes be approved as presented. Motion passed unanimously

#### **BUDGET COMMITTEE REPORT**

Trustee Brooks invited Ms. Fetty to make the report. Ms. Fetty distributed the May 31 report (Addendum 1) and explained that it also shows a preliminary June 30 report. Ms. Fetty indicated that she had two resolutions for board consideration. The first proposes a tuition increase for FY 2014. The current budget bill includes language that allows colleges to increase tuition by up to \$100. That fee cap is half of what the college has seen the last two years and if approved, equals a 2.4% increase in tuition. This would amount to approximately \$450,000 more revenue for the college.

Ms. Fetty also indicated that it had been a long time since the college had looked at the amount of its general fee to determine if it is aligned properly with the student services that it pays for. A committee is being formed to look at that and there may be reallocations to the general fee and instructional fee in the future.

Trustee Brooks moved, seconded by Trustee Taulbee, that the resolution be approved as presented. Motion passed unanimously.

**FY 2014 TUITION (INSTRUCTIONAL AND GENERAL FEE) INCREASE  
RESOLUTION 2014-01**

**WHEREAS**, the College is preparing its operating budget for the FY 2014 fiscal year and

**WHEREAS**, the State’s current budget bill (HB 59) contains language that permits two year institutions to increase tuition by \$100 per academic year (fee cap) for a full-time student and

**WHEREAS**, the College has been informed to anticipate only approximately \$100,000 in increased State Share of Instruction (SSI) in FY 2014 and

**WHEREAS**, SSI and Student Tuition, Fees and Other Student Charges make up 99% of the College’s operating budget

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Hocking College adopts the proposed tuition (instructional and general fees) schedule resulting in an increase of approximately 2.4% or \$99 per academic year (\$49.50 per semester) for a full-time student, beginning autumn 2013 semester.

**BE IT FURTHER RESOLVED** that the President and Treasurer are authorized to establish a program by program fee rate and when appropriate to establish course fees to cover extraordinary costs.

Per Credit	Instructional Fee	General Fee	Total
1	\$ 124	\$ 55	\$ 179
2	\$ 248	\$ 110	\$ 358
3	\$ 372	\$ 165	\$ 537
4	\$ 496	\$ 220	\$ 716
5	\$ 620	\$ 275	\$ 895
6	\$ 744	\$ 330	\$ 1,074
7	\$ 868	\$ 385	\$ 1,253
8	\$ 992	\$ 440	\$ 1,432
9	\$ 1,116	\$ 495	\$ 1,611
10	\$ 1,240	\$ 550	\$ 1,790
11	\$ 1,364	\$ 605	\$ 1,969
12-18	\$ 1,488	\$ 657	\$ 2,145

Out of State Surcharge/ Full-Time; Non-Subsidy-Eligible \$2,145 per semester  
Out of State Surcharge/Part-Time; Non-Subsidy-Eligible \$ 179 per credit hour

Ms. Fetty next presented a resolution for a continuation budget. She explained that she is anticipating an additional \$100,000 in SSI for FY 2014. However, the college will not find out for sure until November. She also indicated that while final enrollment numbers for

autumn are not yet known, things seem to be trending well. Ms. Fetty predicted that in FY 2015, she will not have to request a continuation budget but instead will be able to create an original budget as a result of an increased ability to predict fall enrollments based off of past semester numbers.

Chairman Troxel asked if there were still issues at Logan Campus regarding the relocation of the ceramic program. Trustee Tucker explained that with the move last summer, all of the basic requirements had not yet been completed. Ms. Fetty indicated that she would inquire about any issues at Logan Campus but that she was not aware of any outstanding items. She stated that she would expect that if there are needs within departments, the deans would bring them forward through the Provost and go to the Budget Advisory Council for recommendations to the president.

There being no further discussion, Trustee Taulbee moved, seconded by Trustee Wells that the resolution be approved as presented. Motion passed unanimously.

**FY 2014 UNRESTRICTED EDUCATIONAL AND  
GENERAL AND AUXILIARIES BUDGETS  
RESOLUTION 2014-02**

**WHEREAS**, the College is not anticipating any significant change from its FY 2013 revised operating budgets at this time and

**WHEREAS**, the majority of any increase in revenue for FY 2014 was unknown to the College until the passage of the State's biennial budget on June 30, 2013 and

**WHEREAS**, the results of enrollment for autumn, 2013 although trending favorably at this time are still unknown and

**WHEREAS**, the College has just come through its first year of conversion from quarters to semesters experiencing a decline in enrollment in FY 2013 consistent with others around the State and therefore does not have a semester track record upon which to base its budget and

**WHEREAS** the Vice President of Financial Services is charged with monitoring the realization of revenues and the expenditure of funds in accordance with the Board approved budget and may make modifications of internal budgets within resource constraints as needed or requested,

**THEREFORE BE IT RESOLVED** that the Board of Trustees of Hocking College adopts the FY 2013 revised budgets for the Unrestricted Educational and General (E&G) Fund and Auxiliary operations as continuation budgets into FY 2014 until its meeting in September, 2013 at which time Autumn enrollment will be known and an original budget can be more accurately portrayed, reducing the probability for a further budget revision in the same year.

Ms. Fetty introduced Bill Elliott from Blue Rose Capital Advisors and explained that he is the college's advisor on the current bond issuance for the North and Downhour residence halls. Mr. Elliott provided the board with a handout (Addendum 2) outlining the current

market atmosphere and explained that current market conditions did not support the sale of the bonds as predicted so the decision was made to postpone the sale until conditions improved. Mr. Elliott provided the board with three options for moving forward: 1) continue with the short-term Foundation variable interest rate where the Chase letter of credit has been extended for 12 months; 2) proceed with a publicly offered sale of the College's long-term bonds; and 3) instead of public bond offering, seek private bank placement of College bonds. Mr. Elliott requested the board's recommendation on which option to choose based on the pros and cons of each that were presented.

After much discussion and deliberation, the Trustees consented to move forward with a public sale. Dr. Erickson thanked the board for their attention to this issue and stated his belief that the next generation of administrators and trustees will benefit and appreciate the stability of this move.

#### **FACILITIES COMMITTEE**

No report.

#### **PERSONNEL COMMITTEE REPORT**

No report.

#### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT**

Trustee Tucker invited Dr. Bridges to present the report. Dr. Bridges stated that Deneene Merchant had been hired as the new Director of Financial Aid and Judy Bowie had been hired as the new Registrar. He is excited to have both of these women on staff and feels that significant improvements will be made in both of their areas of responsibility with them on board.

Dr. Bridges explained that there is a big push for college readiness at the state level. He is aware of this trend and is supporting it. His office has been reaching out to high schools to provide support and the college Admissions team has been working with the high schools. Dr. Erickson and Dr. Bridges are going to be travelling soon to visit area high schools and rebuild relationships with them.

Dr. Bridges reported that he is focusing on quantitative data and key performance indicators for the program review process. He expects to have a full report on all programs at the August board meeting. From the qualitative data, Dr. Bridges hopes to springboard into qualitative discussions with faculty. His goal is to finish the entire process during autumn semester.

Lastly, Dr. Bridges reported that negotiations with the professional bargaining unit are still ongoing. He indicated that the goal is to have the negotiations completed before the start of autumn term and that legal counsel is in place for negotiations.

#### **FOUNDATION REPORT**

Ms. Villavicencio provided the board with a printed report (Addendum 3). She explained that the foundation had contracted with a service to locate alumni and that over 20,000 addresses and phone numbers had been updated. She further reported that the colleges' major gifts campaign is on track and that marketing materials area being finalized.

She noted that she and Dr. Erickson are also planning to begin travelling and visiting potential donors.

#### **CHAIRMAN'S REPORT**

Chairman Troxel announced that in addition to several others, his term as trustee expires at the end of August. He has not made a decision regarding reappointment at this time.

#### **PRESIDENT'S REPORT**

Dr. Erickson announced that Trustee Rentschler will be resigning from the board due to his commitment with the Peace Corps and his moving to Macedonia for two years. Dr. Erickson thanked Trustee Rentschler for his service to the college and wished him well on his new journey.

Dr. Erickson explained that with Trustee Rentschler's resignation and the expiration of three Trustee's terms, his office will be soliciting applications from the local communities and organizing a caucus meeting of local school board presidents to appoint/reappoint trustees. He asked the incumbent trustees to please submit a letter stating their intentions to be reappointed.

Dr. Erickson reminded the board that it was once again to conduct the annual performance evaluation of the college president. He indicated that he would work with Trustee Taulbee to put a report together for the August meeting using the president's report card format.

Dr. Erickson closed by thanking Trustee Wells and college CIO, Ben Dalton, for their work on implementing the IT assessment. He stated that the college has chosen to use CGI of Athens to conduct the assessment because they had presented the best and most holistic proposal. It is anticipated that CGI will conclude their review in about 8 weeks. At the conclusion of the assessment, the college will have a comprehensive risk assessment and a roadmap of major projects to help prioritize major needs and initiatives for the college.

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

The next regular board meeting is scheduled for August 27, 2013 at the Perry Campus.

#### **ADJOURNMENT**

There being no further business, Trustee Wells moved, seconded by Trustee Taulbee, that the meeting be adjourned at 7:26 pm.



Robert Troxel, Chairman



Jestinah McDonald, Board Secretary