

**HOCKING COLLEGE  
BOARD OF TRUSTEES MEETING**

**Thursday, January 30, 2014  
~ 3:00 PM**

**Inn at Hocking College  
Regular Meeting**

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|--|--------------------------------|
| ▪ <b>Call to Order</b>                                 | Chairman Taulbee               |
| ▪ <b>Roll Call</b>                                     | Mrs. McDonald                  |
| ▪ <b>Approval of Minutes*</b>                          | Chairman Taulbee               |
| ▪ December 10, 2013 Regular Meeting                    |                                |
| ▪ <b>Executive Session</b>                             | Chairman Taulbee               |
| ▪ <b>Enrollment Update</b>                             | Mrs. Love                      |
| ▪ <b>Academic and Student Affairs Committee Report</b> | Trustee Tucker/Dr. Bridges     |
| ▪ <b>Budget Committee Report</b>                       | Trustee Brooks/Ms. Fetty       |
| ▪ <b>Facilities Committee Report</b>                   | Trustee Budzik/Dr. Davis       |
| ▪ <b>Foundation Report</b>                             | Ms. Villavicencio              |
| ▪ <b>President's Report</b>                            | Dr. Erickson                   |
| ▪ <b>Personnel Committee Report*</b>                   | Chairman Taulbee/Ms. Dioguardi |
| ▪ <b>Chairman's Report</b>                             | Chairman Taulbee               |
| ▪ <b>Old Business</b>                                  | Chairman Taulbee               |
| ▪ <b>New Business</b>                                  | Chairman Taulbee               |
| ▪ Next Meeting: TBA                                    |                                |
| ▪ <b>Adjournment</b>                                   | Chairman Taulbee               |

\*Board Action Required

**January 30, 2014**

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The Regular Meeting of the Hocking College Board of Trustees was held Thursday, January 30, 2014, at the Inn at Hocking College, Nelsonville, Ohio.

Administrators attending: Dr. Ron Erickson, President; Dr. Carl Bridges, Vice President of Academic and Student Affairs/Provost; Gina Fetty, Vice President of Fiscal Operations; Dr. Myriah Davis, Vice President of Administrative Services; Nicolette Dioguardi, Vice President of Risk Management and General Counsel; Deans: Jeff Daubenmire, Neil Hinton, and Bonnie Allen-Smith; Kensey Love, Director of Institutional Research and Planning; and Libby Villavicencio, Foundation Director.

Additional attendees: Trustee-elect Tom Johnson, staff, and media.

**CALL TO ORDER**

Chairman Taulbee called the meeting to order at 3:37 pm.

**ROLL CALL**

Jestinah McDonald, Board Secretary, called the roll:

Board members present: Mike Brooks, Mike Budzik, Joe Ogden, Andy Stone, Keith Taulbee, Bob Troxel, and Paula Tucker.

Board members absent: Gary Edwards.

Members present constitute quorum: Yes

**APPROVAL OF MINUTES**

Chairman Taulbee asked if there were any changes to the minutes from the December 10, 2013 Regular Meeting. There being none, Trustee Tucker moved, seconded by Trustee Ogden, that the minutes be approved as submitted. Motion passed unanimously.

**EXECUTIVE SESSION**

Chairman Taulbee moved, seconded by Trustee Budzik, that the Board adjourn into executive session in order to: review a collective bargaining strategy; discuss a pending or imminent court action; and consider the appointment, employment, promotion, demotion, or compensation of a public employee or official.

On a roll call vote:

Voting Yes: Trustee Brooks, Trustee Budzik, Trustee Ogden, Trustee Stone, Trustee Taulbee, Trustee Troxel, and Trustee Tucker

Voting No: None

In addition to the Board of Trustees, Trustee-elect Tom Johnson, Dr. Ron Erickson, Dr. Carl Bridges, Ms. Gina Fetty, Dr. Myriah Davis, Ms. Nikki Dioguardi, and Dean Daubenmire were invited to attend the session.

The Board adjourned to Executive Session at 3:39 pm.

## **REGULAR SESSION**

Chairman Taulbee announced the return to the Regular Session at 4:49 pm.

## **ENROLLMENT UPDATE**

Trustee Taulbee invited Mrs. Love to present an enrollment report. Mrs. Love indicated that she had no enrollment data to report as the college's recent closure due to inclement weather had affected the reporting timeline. Today marks the 15<sup>th</sup> day, or census date, for the semester and her office will begin compiling reports tomorrow. A report will be available to the Board in February.

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

Trustee Tucker invited Dr. Bridges to report. Dr. Bridges reported on the following items:

1. **Program closures:** Dr. Bridges reported that there are three programs that the college is not enrolling students in this year. He requested the Board's approval to officially close the following programs: Office Management, Automotive Hybrids, and Culinary/Dietary Management (associate's degree).

Dr. Bridges indicated that students who had already begun these three programs during the last academic year would be able to finish out their degrees. He reported that many of the current Office Management students had transitioned to Business Management and that a partnership with Tri-County Career Center was being developed to encourage future students to start there and then transition to Business Management here.

Dr. Bridges expressed his hope to have a pure automotive program at the Logan Campus in the future. He stated that career placement from the Auto Hybrids program was good, but feedback from the advisory board indicated that hybrids is a challenging area since many technicians are trained internally at their place of employment.

Dr. Bridges explained that work to was already in process for a dietary certificate for Culinary Arts students who want that additional training.

Trustee Tucker moved, seconded by Trustee Troxel, to approve the closure of the three programs indicated. Motion passed unanimously.

2. **Transition and new program at Logan Campus:** Dr. Bridges reported that the college will be transitioning the Information Technology programs to Logan Campus for autumn 2014. Those programs will now be under the direction of Dean Hinton. He

further reported that he and Dean Hinton have been working on the development of a new Cyber Security program that will be linked with the IT programs as well as other programs at Logan. The ultimate goal is the establishment of a Cyber Academy at Logan Campus. An initial advisory board meeting (OBE) for the Cyber Security program has been scheduled for February 24 at 5:30 pm at Logan Campus. There are several funding opportunities available to help develop this program.

3. **Articulation agreements with Ohio University:** Dr. Bridges indicated that articulation agreements with OU have been updated with the new semester schedule and that the College is working to strengthen the partnership. Dr. Bridges has met with OU President Dr. McDavis and has had great conversations on how our two institutions can partner more closely and how students who applied to OU could dual enroll at Hocking or if not accepted at OU, could transition here to start.
4. **Program lengths:** Dr. Bridges stated that under the semester system, the State of Ohio mandates that all program curricula fall within 60 – 63 credit hours. The College had several programs that were beyond that maximum. He stated that the Deans have done an amazing job of reducing the credits within several programs so that the max for any program does not exceed 64 credits. Dr. Bridges fees that the benefits of this reduction will be significant to the College and students and that it will remove a lot of roadblocks to program completion.

#### **BUDGET COMMITTEE REPORT**

Trustee Brooks invited Ms. Fetty to provide the report. Ms. Fetty presented the December 2013 financial report (Addendum 1) as well as the College's annual audit report for fiscal year ended June 30, 2013. She reported that the auditors provided a good opinion in the report. Ms. Fetty indicated that, while it would just be a formality, it is considered a best practice for the Board to formally accept the audit. Ms. Fetty will request the approval at the next Regular meeting.

Ms. Fetty provided the Board with copies of the book, Strategic Financial Analysis for Higher Ed. She indicated that copies of this book had also been given to members of the College's Budget Advisory Council (BAC). At the next Regular meeting, she would like to provide the Board with a year in review and talk about some of the ratios presented in the book. There is much flexibility in how to report numbers and she would like to educate the Board on that process.

Finally, Ms. Fetty reported that the College has received the proceeds from the recent bond issuance. The College has drawn down most of the money needed for the IT infrastructure upgrade and there is still some funds set aside for the fire alarm upgrade. About \$56,000 was used to complete repairs to the College gas wells. Use of the remaining funds will be determined with the President.

## **FACILITIES COMMITTEE**

Trustee Budzik asked Dr. Davis to report. Dr. Davis presented the latest energy savings report from Scioto Energy (Addendum 2) and indicated that things are trending as anticipated.

Dr. Davis provided an update on the mercury abatement project at the Student Center. She reported that Chemron of West Virginia and Environmental Management Systems (EMS) of Groveport, OH, have been contracted for Phase I of the project. Chemron will focus on safety and documentation with staff who will be on site while EMS will focus on removal, transport, and disposal of hazardous materials. Phase I work is expected to begin in February and last about six weeks. Phase II will be replacement of the flooring and the plan is to complete that before August and the start of autumn semester. Phase 1 cost estimate is \$189,000. Some financing will come from the bond issuance and the rest (\$90,000) will come from insurance proceeds.

Trustee Budzik commented on the status of the wind turbine at Logan Campus. He reported that repairs had been made and the unit is up and operational at this time. He commended Dean Hinton, the new Advanced Energy instructor, and the students for their work on getting the project completed. Dean Hinton provided a brief report of the added efficiencies available to the campus with this project's completion.

Dr. Davis commended the College operations crew that worked through the recent inclement weather closure. She stated that the College's PR, Custodial, Maintenance, Campus Greens, and Police departments were all integral to being ready to re-open the College and take care of its residential students during the closure.

## **FOUNDATION REPORT**

Ms. Villavicencio reported that the Foundation Board has been discussing how they can engage the College Trustees more in the operation of the Foundation. The Foundation by-laws currently include the chair of the Trustees as a member of the Foundation Board. The Foundation realizes this is a big commitment and a suggestion has been made to change it to simply a representative from the College Board. This could be a revolving representative or the Trustee Chair could assign someone. The Foundation plans to vote on this change to the by-laws at their retreat in April. Ms. Villavicencio will report back to the Trustees on what is decided.

Ms. Villavicencio announced that Jim Rogers was recently voted in as the new Chair of the Foundation Board and that he may be presenting to the Trustees at future meetings instead of her.

The Foundation is implementing a process through which the Foundation Board will evaluate College projects/initiatives and then decide what the Foundation will focus its fundraising efforts on. Possible projects will be presented to the Foundation Board during its regular meetings by a college representative (project champion?) and then the Board will decide which ones it will take on. There is an existing list that was developed by the College BAC that will be evaluated but projects could come from other sources as well.

Trustee Budzik reported that at his request, Ms. Villavicencio had prepared a letter to the Sportsman Club in Belmont County requesting financing for a new scholarship. The Club had money from oil and gas leases and it was very receptive to creating a scholarship for someone from Belmont County in a Natural Resources program. Trustee Budzik thanked Ms. Villavicencio for her assistance in securing the funding.

## **PRESIDENT'S REPORT**

Dr. Erickson thanked the Trustees for dedicating their time today to the retreat that preceded the meeting. He also offered thanks to the presenters at the retreat – Gary Fretwell from Noel-Levitz and Pend Armistead from Armistead Group. Finally, Dr. Erickson thanked the College personnel who worked over the inclement weather closure.

Dr. Erickson reminded the Board that several funding opportunities arose in 2013 for the renovation of the Inn into a Business Training Center. A small allocation (\$250,000) was made in the recent Capital Bill. However it is only a fraction of the total project cost. While none of the other opportunities materialized into funding for the project, two new options are now available. The first is possible federal funding through Buckeye Hills-Hocking Valley Regional Development District. Following the recent campus visit by Senator Portman, his regional aid, Todd Shelton, put the College in contact with Misty Casto at BHHVRDD and she has signaled an interest in the project. A meeting has been scheduled with her in the next couple of weeks. There is also the option of a small college fund that was established in the Capital Bill. The College will be submitting an application for financing from this fund.

Dr. Erickson discussed the new performance indicators which the State Share of Instruction (SSI) funding will be based on. The new formula is largely based on degree and course completion and success points. While the College won't know exactly where it falls until the 15<sup>th</sup> day enrollment data is submitted for analysis, preliminary information suggests that we have challenges in a few areas. Degree completion, especially in the area of certificates, is an area that can be improved. Dr. Bridges is working with the deans to develop more certificates. Additionally, the new formula only credits articulation between public institutions. While Hocking has a strengthening relationship with Ohio University, our strong relationship with Franklin University does not currently count, since it is a private institution. A third area for improvement is to attract more students with particular risk factors – adults and people of color for example. If we could increase there, we could fair better under the new formula.

Dr. Erickson congratulated Ms. Villavicencio on being named one of 14 Influential People in Athens County in the recent Annual Manual publication.

## **PERSONNEL COMMITTEE REPORT**

Trustee Stone introduced Resolution 2014-05 to amend the Board bylaws in regards to its annual meeting schedule and committee structure. Trustee Troxel moved, seconded by Trustee Brooks, that the resolution be approved as presented. Motion passed unanimously.

## **CHAIRMAN'S REPORT**

Chairman Taulbee announced the Board's calendar year 2014 meeting schedule per the new bylaw amendment:

Meetings will continue to be held on the Fourth Tuesday of the months indicated and will begin at 4 pm with a Committee of the Whole meeting followed by a Regular Business meeting at 6 pm:

March 25, Inn at Hocking College  
May 27, Perry Campus  
July 22, Inn at Hocking College  
Sept 23, Logan  
December 2, Inn at Hocking College

Chairman Taulbee welcomed Trustee-Elect Tom Johnson and asked him to present information on Ohio House Bill 375 regarding a proposed severance tax on natural gas. Mr. Johnson presented information on the proposed legislation and how it could positively affect community colleges in the areas of Ohio affected by the oil boom (Hocking potentially being one of them). He asked that the Board submit a letter of support for the legislation. There being no opposition to the letter of support, Trustee Stone moved, seconded by Trustee Budzik, that Chairman Taulbee work directly with Mr. Johnson to craft a letter on behalf of the Board and submit it. Motion passed unanimously.

#### **OLD BUSINESS**

None


#### **NEW BUSINESS**

None

#### **ADJOURNMENT**

There being no further business, Trustee Brooks moved, seconded by Trustee Troxel that the meeting be adjourned at 5:42 pm.

  
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Keith Taulbee, Chairman

  
Jestinah McDonald, Board Secretary