

BOARD OF TRUSTEES MEETING
Wednesday, June 14, 2017
3:00 p.m.
The Lodge
Regular Meeting
Committee Meetings – 2:30 pm

- | | |
|--|---------------------------------------|
| • Call to Order (5 min*) | Chairman Johnson |
| • Roll Call | Mrs. Cunningham |
| • Approve Minutes from April 11, 2017 (5 min) | Chairman Johnson |
| • Executive Sessions (20) | Chairman Johnson |
| • President’s Report (15 min) | Dr. Young |
| • Academic and Student Affairs Committee Report (10 min) | Trustee Tucker/Dr. Davis/Ms. Hagerott |
| <ul style="list-style-type: none"> ➢ 2017 – 2019 Academic Calendar Motion to Approve ➢ Program Plans ➢ Program Manager Positions (Entrepreneurship/Institutes) ➢ International Report | |
| • Budget Committee Report (10 min) | Trustee Brooks/Dr. Tyler |
| <ul style="list-style-type: none"> ➢ 2017-18 Budget Motion to Approve | |
| • Facilities Committee Report (5 min) | Trustee Budzik/Mr. Daubenmire |
| <ul style="list-style-type: none"> ➢ Motion to Transfer of Buckley / Metchem Property ➢ Motion to Authorize President to Negotiate Purchase of Property ➢ Motion to Approve Engineering Firm for Dental Hygiene Project ➢ Motion to Approve Engineering Firm for the Equine Center | |
| • Personnel Committee Report (5 min) | Trustee Stone/Mr. White |
| <ul style="list-style-type: none"> ➢ New Positions: ➢ CFO | |
| • Chairman’s Report (10 min) | Chairman Johnson |
| • Executive Session (20 min) | Chairman Johnson |
| • New Business (5 min) | Chairman Johnson |
| • Adjournment | Chairman Johnson |

- **Event Schedule**
 - July 29, 2017 – Graduation
 - 9:00 am – Nursing Pinning
 - 11:00 am – Graduation
 - August 1, 2017 - 5:30 pm – Subcommittee Meetings
 - 6:30 pm – Regular Meeting

***Estimate time allotted for each agenda item is noted in (). Please allow 2 hours for regular meetings.**

Our Mission

We serve as a pathway to prosperity, teaching and inspiring all who seek to learn: growing careers and changing lives.

June 14, 2017

The regular Meeting of the Hocking College Board of Trustees was held Wednesday, June 14, 2017, at The Lodge (formerly The Inn) of Hocking College, Nelsonville, Ohio.

Administrators attending: Dr. Betty Young, President; Mr. Jeff Daubenmire, Chief-of-Staff; Ms. Jaqueline Hagerott, Vice President / Chief Operating Officer/Associate Chief Financial Officer; Mr. Jeff White, Associate Vice President of Human Resources, Diversity and Campus Relations; Mr. Alan McMillan, Vice President, Enrollment and Student Development; Ms. Sara Parker-Clever, Dean of Arts, Business, and Sciences; Mr. Trent DeBruin, Director of Administrative Services/College Architect; Mr. Tim Brunicardi, Executive Director of Marketing, Public and Community Relations; Bryan Lutz, Department Chair, Construction Management, Trades and Heavy Equipment; Dr. Virginia Parras; and Dr. Art Tyler.

Additional attendees: Staff, Bargaining Units Representatives, students and media.

CALL TO ORDER

Chairman Johnson called the meeting to order at 3:05 pm.

ROLL CALL

Sheree Cunningham, Board Secretary, called the roll:

Board members present: Trustees Mike Brooks, Stuart Brooks, Mike Budzik, Leon Forte', Andrew Stone, Paula Tucker and Chairman Johnson.

Board members absent: Trustees Jeanie Addington and Ben Mitchell

Members present constitute quorum.

APPROVAL OF MINUTES

Chairman Johnson asked if there were any changes to the minutes from the April 11, 2017, regular meeting. There being none, a motion was made by Trustee Stuart Brooks to approve the minutes as presented. Trustee Mike Brooks seconded the motion. The motion was unanimously approved.

EXECUTIVE SESSION

Chairman Johnson requested a motion to adjourn into Executive Session:

In pursuant to Ohio Revised Code 121.22 (G) (2) to consider the purchase or sale or lease of real or personal property;

In pursuant to Ohio Revised Code 121.22 (G) (1) to consider the employment, demotion, or compensation of a public employee, and to consider the investigation of charges or complaints against a public employee;

In pursuant to Ohio Revised Code 121.22 (G) (3) to discuss a pending or imminent court action; and

The Executive Session invitation may include:

Dr. Betty Young
Ms. Jacqueline Hagerott
Jeff White

On a roll call vote:

Voting Yes: Trustees Mike Brooks, Stuart Brooks, Mike Budzik, Leon Forte', Andrew Stone, Paula Tucker and Chairman Tom Johnson

Voting No: None.

The Board adjourned to Executive Session at 3:10 pm.

RETURN TO REGULAR SESSION

Chairman Johnson announced the return to regular session at 4:05 pm.

PRESIDENT'S REPORT

Dr. Young reported on the following:

1. HB 49 has moved forward. Key items are:
 - Maintain current SSI funding levels for both FY 18 and FY 19
 - Maintains House – passed \$10 per credit hour tuition for community colleges
 - Removes the House-passed 50/50 split language for College Credit Plus and returns responsibilities to current law
 - Affordable Textbooks – Hocking College is committed to use open source textbooks as much as possible. The House is recommending that each institution report annually their efforts to reduce textbook costs to the Efficiency Advisory Committee.
 - Encourage three (3) plus one agreements.

2. Mr. Leon Forte' will be our graduation speaker for Summer Graduation 2017

3. The Board needs to set the calendar for 2017-2018, realizing that from time-to-time we may need to reschedule a meeting due to a conflict. Please make sure you let Sheree know of any conflicts.
4. Summer Camps – To date seventy-four children have participated in the summer camps. The ages range from 6 grade through 12 grade. Culinary finished today. The next camp is construction.
5. One of the College's Strategic Priorities is "Telling our Story." Dr. Young stated they just returned from the "Community Colleges of Appalachia" where Hocking's story was presented. Dr. Young commented the presentation was well received. Two colleges requested to come and tour Hocking College. Dr. Young stated the College also presented, and was well received, at the American Association of Community Colleges (AACC).
6. Staffing Updates
 - Jacqueline Hagerott is moving to VP of Student Affairs;
 - Jeff Daubemire is working with Facilities and IT
 - Myriah Davis is the VP of Academic Affairs
 - VP/CFO – There were 60 applicants. Mike Brooks is on the Hiring Committee for this position. Trustee Brooks will report back at the Board in August.
7. The College closed on the Starr Manufacturing building in Buchtel. The building will house additional programs for the College as well as provide storage for our fire vehicles and heavy equipment.
8. Dr. Young gave an update on grants for the College. She stated that in just over six months the College has totaled over \$2 million in grants. These grants will assist in funding projects such as the Gateway Project, the Maker Spaces in Nelsonville, Somerset and New Lexington, etc. The Foundation is seeking to transfer the Metchem Building to the College, which will be utilized as a maker space.
9. IT Management will now be through Ellucian. Dr. Young stated there will be a 24 hour help desk for faculty, staff, and students. Ellucian will assist the College in improving data integrity and efficiency in operations. There will be a single sign-in for students, which is exciting.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Trustee Tucker asked that Dr. Young to give the Academic Affairs report in lieu of Dr. Davis being on vacation.

1. Academic 2017 – 2019 Academic Calendar – Dr. Young presented the following background for the changes in the Academic Calendar.

The 2017-2019 academic calendars have been created to reflect the following:

- Holidays according to current practices
- Autumn & Spring 16 week semesters and 8 week sessions
- Summer semester and 8 week session
- Winter break closure
- Spring break closure

These calendars move spring semester start date by one-week starting classes on January 16th rather than January 8th. This will allow additional time for students to address SAP (Satisfactory Academic Progress) which may impact financial aid, time for students transferring in to make appropriate arrangements, and move spring break to the week most likely to coincide with local schools dividing our semester into two 8-week terms to deliver courses deemed appropriate for this format.

The Academic Leadership team (Dean & Department Chairs, Program Directors, Commander), Academic Affairs Committee and Cabinet reviewed the calendars and provided feedback.

Trustee Tucker read the following Resolution to the Board:

**RESOLUTION 2017-12
2017-2019 Academic Calendar**

WHEREAS, in accordance with Chapter 3345, 3354, and 3357, of the Ohio Revised Code, the Hocking College Board of Trustees is the governing body for Hocking Technical College with authority to authorize the President to manage the day to day operations of the College, and

WHEREAS, The Hocking College Board of Trustees is authorized to approve the upcoming Academic Calendars proposed by the Administration.

NOW THEREFORE BE IT RESOLVED that the Hocking College Board of Trustees has reviewed the proposed 2017-2019 Academic Calendars and finds it to be appropriate, as reflected in Exhibit A, attached to this resolution

BE IT FURTHER RESOLVED, that the Hocking College Board of Trustees, hereby approves and accepts the proposed Academic Calendar as submitted at this time.

Trustee Mike Brooks made a motion to approve Resolution 2017-12 – 2017-2019 Academic Calendar. The motion was seconded by Trustee Stuart Brooks and unanimously approved.

2. Program Plans – Dr. Young reported the College will be adding Program Managers under the Department Chairs. She stated the Department Chairs have done an excellent job, but we have responded to our campus, which is indicating that each program needs individual leadership. Individuals in these positions will: teach,

perform supervision and evaluations, etc. Dr. Young commented that we will transition into new programs with a program manager and programs that require a program manager for accreditation. Each Program Manager will be responsible for developing college enterprises teaching entrepreneurship in relation to the particular field of study such as Rhapsody for our culinary students. Dr. Young commented that we want our graduates to have options to pursue employment or develop new businesses.

3. International Report – Dr. Young reported that she and Dr. Davis have returned from India, where they attended the Women Economic Forum. Dr. Young stated that the forum includes women from 50 countries. Dr. Young received the “Women of the Decade” award and stated she is very proud of the award. Dr. Young stated they met with an individual who does animation. This individual would like to work with Hocking College to develop an animation program here. The last semester students would have an opportunity to go to India and work there to gain relevant experience to encouraging new business development, which would help our local economy. This will be a great opportunity for the College and for future students.
4. Rei University – Dr. Young and Dr. Davis met with individuals from Rei University in India. Hocking College has partnered and signed an agreement with Rei University focusing on Forestry and Agro Ecology. We anticipate up to 20 students coming from India to Hocking College in the fall. We will work to develop opportunities for our students to go India and study there. This will be a reciprocal program. We are excited about the opportunities this will provide to our students.
5. Coding Entrepreneurship – Dr. Young explained that a Coding Entrepreneurship program has been very successful in Kentucky. She reported the College is seeking to bring the project to Hocking College. The College will also fit the program into our web and application development. Dr. Young commented that technology has shifted and many of these jobs can be done from anywhere.
6. Jamaica – Dr. Young reported we have staff in Jamaica teaching this summer. She stated that initially Jamaica planned on sending 20 individuals here to learn from our culinary faculty, but now are sending 40. They will be staying in the dorms while here. Dr. Young stated they have hosted a group from Excelsior and will be hosting another group from the Ministry of Education in a couple of weeks. She commented that our partnerships with the schools in Jamaica are not only for hospitality and culinary, but are for OAT, automotive, tractor repair, health, carpentry, video production, pastry, etc. They want to upscale their workforce and their teachers. This is a great opportunity for our faculty to work with these communities.

BUDGET COMMITTEE REPORT

Trustee Brooks reported that he met with Dr. Tyler regarding the budget and asked that Dr. Tyler give the report. Dr. Tyler reported on highlights from the FY 2017-2018 Budget (attached), including revenue highlights and expense highlights. Tom asked

about setting aside reserve monies. Dr. Tyler stated the College is succeeding in this area and are well within the good range. After little discussion, a motion was made by Trustee Mike Brooks and seconded by Trustee Forte' to approve the Hocking College FY 2017-2018 Budget. The motion was unanimously approved.

FACILITIES COMMITTEE REPORT

Trustee Budzik presented the following:

1. Transfer of Buckley / Metchem Property – The Foundation currently holds title to property the College desires to use for programming. The College has applied for grant funding to improve the Metchem Property as Maker space and classes utilizing the Maker Space. The Buckley property will be used for public safety programs simulation lab, minimal cost for maintaining would be through program fees. Trustee Budzik read the following: Upon the offer of the Hocking College Foundation Board, the Hocking College Board of Trustees accepts the following from the Hocking College Foundation: 1) Buckley property and 2) Metchem property. After little discussion, Trustee Stuart Brooks made a motion to approve the above transfer of property from the Hocking College Foundation to Hocking College. The motion was seconded by Trustee Forte' and unanimously approved.
2. Negotiate Purchase of Property – The College seeks to expand programming and is in need of securing additional space to maintain and expand programs at the Logan Campus. The College will eliminate leasing costs where possible, and redirect these resources toward the purchase of real estate, thus redirecting the future liabilities for the institution. Trustee Budzik read the following: The Trustees authorize the President of Hocking College to negotiate the purchase of property for the Logan Campus. After little discussion, Trustee Tucker made a motion to authorize the President of Hocking College to negotiate the purchase of property for the Logan Campus. The motion was seconded by Trustee Mike Brooks and unanimously approved.
3. Engineering Firm for Dental Hygiene Project – Mechanical, electrical and plumbing engineers are necessary to perform the engineering services and be the engineer of record for the project. The College architect will perform the architectural duties and be the architect of record. Three qualified engineering firms were interviewed. The selected firm is Prater Engineering Associates. Approval of this engineering firm will allow the project to remain on schedule to complete construction documents by the fall of 2017. Engineering fees are included in the \$1 million capital funding already allocated for this project. Approval of the engineering firm will allow a submission to the Controlling Board Agenda on June 22, 2017, for approval at the Controlling Board Meeting on July 24, 2017. Trustee Budzik read the following: Approve the recommended Mechanical, Electrical, Plumbing Engineering firm to perform Engineering Services for the Dental Hygiene Capital Funded project. The selected engineering firm is Prater Engineering Associates. After discussion, Trustee Stone made a motion to approve Prater Engineering Associates as the recommended Mechanical, Electrical, Plumbing Engineering firm

to perform Engineering Services for the Dental Hygiene Capital Funded project. The motion was seconded by Trustee Stuart Brooks and unanimously approved.

4. Engineering Firm for the Equine Center Capital Improvement Project – Mechanical, electrical and plumbing engineers are necessary to perform the engineering services and be the engineer of record for the project. The College architect will perform the architectural duties and be the architect of record. Three qualified engineering firms were interviewed. The selected lead engineering firm is: Roger D Fields Associates, Inc. (Mechanical, Electrical, and Plumbing) with sub-consultants of SMBH, Inc. (Structural) and Sands Decker CPS, LLC (Civil). Approval of this engineering firm will allow the project to remain on schedule to complete construction documents by the fall of 2017. Engineering fees are included in the \$2 million capital funding already allocated for this project. Approval of the engineering firm will allow a submission to the Controlling Board Agenda on June 22, 2017, for approval at the Controlling Board Meeting on July 24, 2017. Trustee Budzik read the following: Approve the recommended engineering team to perform Mechanical, Electrical Plumbing, Structural and Civil Engineering Services for the Equine Center Capital Funded project. The selected lead engineering firm is: Roger D. Fields Associates, Inc. (Mechanical, Electrical, and Plumbing) with sub-consultants of: SMBH, Inc. (Structural) and Sands Decker CPS, LLD (Civil). After discussion, Trustee Stuart Brooks made a motion to approve Roger D. Fields Associates, Inc. (Mechanical, Electrical and Plumbing) with subj-consultants of: SMBH, Inc. (Structural) and Sands Decker CPS, LLC (Civil) as the Engineering team for the Equine Center Capital Fund project. The motion was seconded by Trustee Tucker and unanimously approved.

Trustee Budzik wanted to thank Ms. Hagerott, Mr. Daubenmire and Mr. DeBruin for the updates.

PERSONNEL COMMITTEE REPORT – Mr. White reported there were 10 candidates that were extremely qualified for the new CFO position. He also reported the HR department was able to perform our own search saving the College fees associated with using an outside recruiter.

Pre-employment Screening – The College will start performing pre-employment screenings through Open Online, which has conglomeration access to public records across the country as well as court records to perform background checks. It was also reported that the College will be requiring safety sensitive pre-employment drug screens in the near future. These are two screenings, which will protect the College and reduce risk

CHAIRMAN'S REPORT

Chairman Johnson reminded the Board of the Board Reception and Tour on June 20, from 2:00 pm until 4:00 pm.

EXECUTIVE SESSION

Chairman Johnson requested a motion to adjourn into Executive Session:

In pursuant to Ohio Revised Code 121.22 (G) (4) to prepare for and conduct a collective bargaining strategy.

In pursuant to Ohio Revised Code 121.2 (G) (8) to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

The Executive Session invitation may include:

Dr. Betty Young
Ms. Jacqueline Hagerott
Jeff White

On a roll call vote:

Voting Yes: Trustees Mike Brooks, Stuart Brooks, Mike Budzik, Leon Forte', Andrew Stone, Paula Tucker and Chairman Tom Johnson

Voting No: None.

The Board adjourned to Executive Session at 4:56 P.M.

RETURN TO REGULAR SESSION

Chairman Johnson announced the return to regular session at 5:37 pm.

NEW BUSINESS

None

ADJOURNMENT

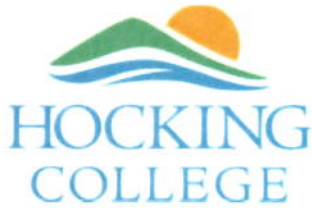
There being no further business to conduct, a motion was made to adjourn by Trustee Forte' and seconded by Trustee Stuart Brooks. The motion was unanimously approved. The Board adjourned at 5:40 pm.



Tom Johnson, Chairman



Sheree Cunningham, Board Secretary



**Hocking College
Board of Trustees Action**

Date: June 14, 2017

Submitted by: Dr. Myriah Davis

SUBJECT: 2017 – 2019 Academic Calendar

BACKGROUND:

The 2017-2019 academic calendars have been created to reflect the following:

- Holidays according to current practices
- Autumn & Spring 16 week semesters and 8 week sessions
- Summer semester and 8 week session
- Winter break closure
- Spring break closure

These calendars moves spring semester start date by one-week starting classes on January 16th rather than January 8th. This will allow additional time for students to address SAP (Satisfactory Academic Progress) which may impact financial aid, time for students transferring in to make appropriate arrangements, and move spring break to the week most likely to coincide with local schools dividing our semester into two 8-week terms to deliver courses deemed appropriate for this format.

The Academic Leadership team (Dean & Department Chairs, Program Directors, Commander), Academic Affairs Committee and Cabinet reviewed the calendars and provided feedback.

RECOMMENDATION:

The College recommends the Board of Trustees pass a resolution to adopt the proposed 2017 – 2019 Academic Calendars.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

Publishing the proposed academic calendars better assists Hocking College students and creates opportunities for our student to be prepared to begin their college coursework in Spring Term. Additionally, the multi-year calendars assist the college in planning multi-year course offerings, recruitment events and other advanced planning activities.

FISCAL IMPACT: No direct financial impact

COMMENTS Publishing a multi-year academic calendar aligns with Higher Learning Commission Criterion Five: Resources, Planning and Institutional Effectiveness, “the institution’s resources, structures, and processes are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities.”

Hocking College

**RESOLUTION 2017-12
2017-2019 Academic Calendar**


WHEREAS, in accordance with Chapter 3345, 3354, and 3357, of the Ohio Revised Code, the Hocking College Board of Trustees is the governing body for Hocking Technical College with authority to authorize the President to manage the day to day operations of the College, and

WHEREAS, The Hocking College Board of Trustees is authorized to approve the upcoming Academic Calendars proposed by the Administration.

NOW THEREFORE BE IT RESOLVED that the Hocking College Board of Trustees has reviewed the proposed 2017-2019 Academic Calendars and finds it to be appropriate, as reflected in Exhibit A, attached to this resolution

BE IT FURTHER RESOLVED, that the Hocking College Board of Trustees, hereby approves and accepts the proposed Academic Calendar as submitted at this time.

Adopted: _____
June 14, 2017

Approved: 

Tom Johnson, Chair

ACADEMIC CALENDARS

2017-2018

DRAFT

Summer Term

Classes Begin	May 15, 2017
Last Day to Register	May 19, 2017
Holiday-Memorial Day/ 15th Day of Term	May 29, 2017
8 Week Classes Begin	June 12, 2017
Graduation Application Due	June 16, 2017
Last Day to Drop/Withdraw	June 29, 2017
Last Day to Order to Caps/Gowns	June 29, 2017
Holiday-Independence Day	July 4, 2017
Classes End	August 4, 2017
Commencement ***	July 29, 2017

Autumn Term

Start Week	August 14-18, 2017
Classes Begin	August 21, 2017
Last Day to Register	August 25, 2017
Holiday-Labor Day/ 15th Day of Term	September 4, 2017
Graduation Application Due	September 15, 2017
8-Week Classes Begin	October 16, 2017
All HC Learning Day (No day classes, evening classes 5 or later held)	October 25, 2017
Last Day to Drop/Withdraw	October 27, 2017
Last Day to or Caps/Gowns	October 27, 2017
Holiday-Veterans Day	November 11, 2017
Thanksgiving Break	November 23-24, 2017
Classes End	December 8, 2017
Commencement	December 9, 2017
End of Term for Faculty	December 13, 2017
Winter Break	December 18, 2017-January 1, 2018

Spring Term

College Opens - Non-Instructional Staff	January 2, 2018
Start Week	January 8-12, 2018
Classes Begin	January 16, 2018
Holiday-Martin Luther King Day	January 15, 2018
Last Day to register	January 19, 2018
15th Day of Term	January 30, 2018
Graduation Applications Due	February 9, 2018
Spring Break	March 12-16, 2018
8-Week Classes Begin	March 19, 2018
All HC Learning Day (No day classes, evening classes 5 or later held)	March 28, 2018
Last Day to Drop/Withdraw	March 30, 2018
Last Day to order Caps/Gowns	March 30, 2018
Holiday-Good Friday	March 30, 2018
Classes End	May 11, 2018
Commencement	May 12, 2018
End of Term for Faculty	May 16, 2018

ACADEMIC CALENDARS

2018-2019

DRAFT

Summer Term

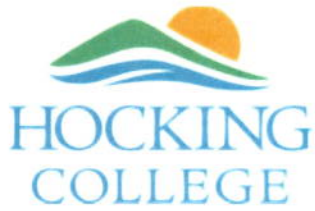
Classes Begin	May 29, 2018
Last Day to Register	June 1, 2018
8-Week Classes Begin/ 15th Day of Term	June 11, 2018
Graduation Application Due	June 22, 2018
Holiday-Independence Day	July 4, 2018
Last Day to Drop/Withdraw	July 6, 2018
Last Day to order Caps/Gowns	July 6, 2018
Classes End	August 3, 2018
Commencement	August 4, 2018

Autumn Term

Start Week	August 13-17, 2018
Classes Begin	August 20, 2018
Last Day to Register	August 24, 2018
Holiday-Labor Day/ 15th Day of Term	September 3, 2018
Graduation Application Due	September 14, 2018
8-Week Classes Begin	October 15, 2018
All HC Learning Day (No day classes, evening classes 5 or later held)	October 24, 2018
Last Day to Drop/Withdraw	October 26, 2018
Last Day to order Caps/Gowns	October 26, 2018
Holiday-Veterans Day	November 11, 2018
Thanksgiving Break	November 22-23, 2018
Classes End	December 7, 2018
Commencement	December 8, 2018
End of Term for Faculty	December 12, 2018
Winter Break	December 17-December 28, 2018

Spring Term

College Opens - Non-Instructional Staff	Dec. 31, 2018
HOLIDAY- New Years Day	January 1, 2019
Start Week	January 7-11, 2019
Classes Begin	January 14, 2019
Last Day to register	January 18, 2019
Holiday-Martin Luther King Day/ 15th Day of Term	January 21, 2019
Graduation Applications Due	February 8, 2019
Spring Break	March 11-15, 2019
8-Week Classes Begin	March 18, 2019
All HC Learning Day (No day classes, evening classes 5 or later held)	March 27, 2019
Last Day to Drop/Withdraw	April 5, 2019
Last Day to order Caps/Gowns	April 5, 2019
Holiday-Good Friday	April 19, 2019
Classes End	May 10, 2019
Commencement	May 11, 2019
End of Term for Faculty	May 15, 2019



**Hocking College
Board of Trustees Action**

Date: 6/14/2017

Submitted by: Jeff Daubenmire

SUBJECT: Purchase of Property

BACKGROUND: The College seeks to expand programming and is in need of securing additional space to maintain and expand programs at the Logan Campus.

RECOMMENDATION: The Trustees authorize the President to negotiate for the purchase of property.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT: Provide opportunity for growth and expansion of programs.

FISCAL IMPACT: The College will eliminate leasing costs where possible, and redirect these resources toward the purchase of real estate, thus redirecting the future liabilities for the institution.

COMMENTS

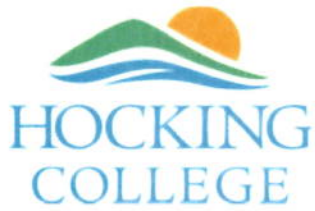
Hocking College

MOTION TO APPROVE

The Trustees authorize the President of Hocking College to negotiate the purchase of property for the Logan Campus.

Adopted: June 14, 2017

Approved: 
Tom Johnson, Chairman



**Hocking College
Board of Trustees Action**

Date: 6/14/2017

Submitted by: Jeff Daubenmire

SUBJECT: Transfer of Property

BACKGROUND: The Foundation currently holds title to property the College desires to use for programming.

RECOMMENDATION: Upon the offer of the Hocking College Foundation, the Hocking College Board of Trustees accepts the following properties from the Hocking College Foundation: 1) Buckley property and 2) Metchem property.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT: The College will utilize these properties for new programming and expanded uses.

FISCAL IMPACT: The College has applied for grant funding to improve the Metchem Property as Maker Space and classes utilizing the Maker Space.

The Buckley property will be used as is for public safety programs simulation lab, minimal cost for maintain would be paid through program fees.

COMMENTS

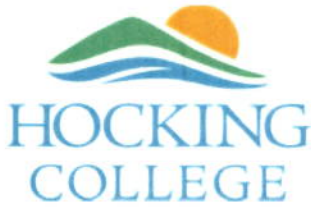
Hocking College

MOTION TO APPROVE

Upon the offer of the Hocking College Foundation Board, the Hocking College Board of Trustees accepts the following properties from the Hocking College Foundation: 1) Buckley property and 2) Metchem property.

Adopted: June 14, 2017

Approved: 
Tom Johnson, Chairman



**Hocking College
Board of Trustees Action**

Date: June 14, 2017

Submitted by: Jeffrey Daubenmire

SUBJECT:

Dental Hygiene Capital Improvement Project

Engineer Approval (MEP)

BACKGROUND:

Mechanical, Electrical and Plumbing Engineers are necessary to perform the Engineering Services and be the Engineer of Record for the project. The College Architect will perform the Architectural duties and be the Architect of Record.

RECOMMENDATION:

See attached Letter of Recommendation from the College Architect. Three qualified engineering firms were interviewed and the selected firm was:

Prater Engineering Associates
6130 Wilcox Road
Dublin, Ohio 43016

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

Approval of this Engineering Firm will allow the Project to remain on schedule to complete Construction Documents by the Fall of 2017.

FISCAL IMPACT:

Engineering fees are included in the \$1 million capital funding already allocated for this project.

COMMENTS:

Approval of the engineering firm will allow a submission to the Controlling Board Agenda on June 22, 2017 for approval at the Controlling Board Meeting on July 24, 2017.

Hocking College

MOTION TO APPROVE

Approve the recommended Mechanical, Electrical, Plumbing Engineering firm to perform Engineering Services for the Dental Hygiene Capital Funded project.

The selected engineering firm is:

Prater Engineering Associates
6130 Wilcox Road
Dublin, Ohio 43016

Adopted: _____

Date

6-14-17

Approved: _____

Board Representative





June 14, 2017

Perry Campus Community Room Renovation/Upgrade
Dental Hygiene Program
Hocking College Perry Campus

Jeffrey Daubenmire
Chief of Staff
Hocking College
3301 Hocking Parkway
Nelsonville, Ohio 45764

RE: Engineer Recommendation
Project No. HTC-17DENT

Mr. Daubenmire,

After review of qualifications from mechanical, electrical and plumbing engineering firms, interviews were held with three qualified firms on Tuesday, June 13, 2017. Upon reflection of the interviews, I have the following recommendation:

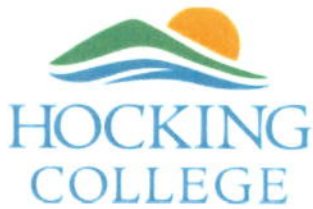
For the mechanical, electrical and plumbing engineering services, I recommend a contract be awarded to:

Prater Engineering Associates
6130 Wilcox Road
Dublin, Ohio 43016
Federal Tax ID: 31-1465196

If you require any further information, please contact me.

Sincerely,

Trent DeBrum
College Architect
Hocking College
3301 Hocking Parkway
Nelsonville, OH 45764
phone: 740-753-6129
email: debruint@hocking.edu



**Hocking College
Board of Trustees Action**

Date: June 14, 2017

Submitted by: Jeffrey Daubenmire

SUBJECT:

Equine Center Capital Improvement Project

Engineer Approval: MEP, Structural and Civil

BACKGROUND:

Mechanical, Electrical and Plumbing, Structural and Civil Engineers are necessary to perform the Engineering Services and be the Engineer of Record for the project. The College Architect will perform the Architectural duties and be the Architect of Record.

RECOMMENDATION:

See attached Letter of Recommendation from the College Architect. Three qualified engineering teams were interviewed. The selected team, consisting of a lead firm and two sub-consultants, was:

Roger D. Fields Associates, Inc. (Mechanical, Electrical and Plumbing)
4588 Kenny Road
Columbus, Ohio 43220

with sub-consultants of:

SMBH, Inc. (Structural)
1166 Dublin Road, Suite 200
Columbus, Ohio 43215

and

Sands Decker CPS, LLC (Civil)
1495 Old Henderson Road
Columbus, Ohio 43220

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

Approval of this Engineering Firm will allow the Project to remain on schedule to complete Construction Documents by the Fall of 2017.

FISCAL IMPACT:

Engineering fees are included in the \$2 million capital funding already allocated for this project.

COMMENTS:

Approval of the engineering firm will allow a submission to the Controlling Board Agenda on June 22, 2017 for approval at the Controlling Board Meeting on July 24, 2017.

Hocking College

MOTION TO APPROVE

Approve the recommended engineering team to perform Mechanical, Electrical, Plumbing, Structural and Civil Engineering Services for the Equine Center Capital Funded project.

The selected lead engineering firm is:

Roger D. Fields Associates, Inc. (Mechanical, Electrical and Plumbing)
4588 Kenny Road
Columbus, Ohio 43220

with sub-consultants of:

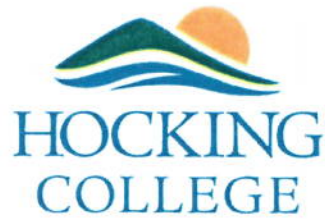
SMBH, Inc. (Structural)
1166 Dublin Road, Suite 200
Columbus, Ohio 43215

and

Sands Decker CPS, LLC (Civil)
1495 Old Henderson Road
Columbus, Ohio 43220

Adopted: 6/14/2017
Date

Approved: 
Board Representative



June 14, 2017

Equine/Vet Tech Facilities Renovation/Upgrade
Hocking College Main Campus

Jeffrey Daubenmire
Chief of Staff
Hocking College
3301 Hocking Parkway
Nelsonville, Ohio 45764

RE: Engineer Recommendation
Project No. HTC-17EQUI

Mr. Daubenmire,

After review of qualifications from mechanical, electrical, plumbing, structural and civil engineering firm teams, interviews were held with three qualified firms on Tuesday, June 13, 2017 and Wednesday, June 14, 2017. Upon reflection of the interviews, I have the following recommendation:

For the mechanical, electrical, plumbing, structural and civil engineering services, I recommend a contract be awarded to the following lead engineering team:

Roger D. Fields Associates, Inc. (Mechanical, Electrical and Plumbing)
4588 Kenny Road
Columbus, Ohio 43220
Federal Tax ID: 31-1055742

with sub-consultants of:

SMBH, Inc. (Structural)
1166 Dublin Road, Suite 200
Columbus, Ohio 43215

and

Sands Decker CPS, LLC (Civil)
1495 Old Henderson Road
Columbus, Ohio 43220