



BOARD OF TRUSTEES MEETING

Thursday, June 9, 2016

6:00 p.m.

Logan Campus – Room 126

Regular Meeting

- **Call to Order** Chairman Johnson
- **Roll Call** Mrs. Cunningham
- **Approve Minutes from April 26, 2016** Chairman Johnson
- **President's Report** Dr. Young
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Davis
 - College Completion Plan
 - Program Closures
 - Update on International Partnerships
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
 - Motion to approve 2016-17 Budget
- **Facilities Committee Report** Trustee Budzik/Ms. Hagerott
 - Sidewalk Materials: Motion
 - Lighting Contract: Motion
- **Personnel Committee Report** Trustee Stone/Mr. White
- **Chairman's Report** Chairman Johnson
- **Executive Session** Chairman Johnson
- **New Business** Chairman Johnson
- **Adjournment** Chairman Johnson

- **Event Schedule:** August 9, 2016 – Next Regular Board Meeting
 - 5:30 pm – 6:00 pm – Committee Meetings
 - 6:00 pm – 7:00 pm – Board Meeting
 - Place: TBD

June 9, 2016

The regular Meeting of the Hocking College Board of Trustees was held Thursday, June 9, 2016, in Room 126, at the Logan Campus in Logan, Ohio.

Administrators attending: Dr. Betty Young, President; Dr. Myriah Davis, Vice President of Academic and Student Affairs; Mr. Jeff Daubenmire, Chief-of-Staff; Ms. Christine Woodgeard, Director of Enrollment Management; Tammy Eing, Director of Administrative Services; Jeff White, Associate Vice President of Human Resources, Diversity and Campus Relations; Andrew Freeman, Executive Director, Physical Plan and Land Management; Kim Coy, Project Manager and Executive Assistant to VP of Academic and Student Affairs; Lea Wandling, Program Director of Social Services, Corrections, and Criminal Justice; Josh Bishop, Faculty for Police Science, and Katie McGushin, Program Chair of Hospitality and Culinary.

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

CALL TO ORDER

Chairman Johnson called the meeting to order at 6:00 P.M.

ROLL CALL

Sheree Cunningham, Board Secretary, called the roll:

Board members present: Trustees Jeanie Addington, Mike Brooks, Mike Budzik, Leon Forte', Ben Mitchell, Andrew Stone, Dr. Keith Taulbee, Paula Tucker, and Chairman Tom Johnson.

Members present constitute quorum: Yes

APPROVAL OF MINUTES

Chairman Johnson asked if there were any changes to the minutes from the April 26, 2016, regular meeting. There being none, Trustee Taulbee moved, seconded by Trustee Brooks, that the minutes be approved as written. The motion was passed unanimously.

PRESIDENT'S REPORT

Dr. Young stated there are many good things happening on campus and reported on the following:

International Recruiting

China - Dr. Davis and Chef Katie returned from China and will be providing a presentation later. Hocking College will be receiving students in July as

an introduction to Hocking College and then we are planning as early as Fall of 2017 students will be arriving to spend a semester or two at Hocking College. China is interested in a faculty exchange program and is very interested in US certifications. Students/faculty could possible spend up to a year with us.

Hosted Jamaican Contingency – Hocking College has had a relationship with Jamaica in the past, but the programs discontinued approximately 10 years ago. Dr. Young reported that the Jamaican Schools re-contacted with Hocking College to possibly re-establish a working relationship. Representatives from six schools came to visit our campus. Dr. Young commented that they are working on specific items at their schools and then will be working with Hocking College to develop MOU's to partner on educational opportunities. She stated that they not only are interested in our culinary and hospitality programs, but are also interested in construction, law enforcement, EMT, ecotourism, equine and firefighting. The future working relationship with the Island Schools looks to be much broader.

Curacao – Dr. Young stated that through the Jamaican visit another Island, Curacao, is interested in a working relationship with Hocking College. Hocking College is sending a team (culinary faculty member, Touria Semingson, and our international person, Ryan Rieder) to Curacao. They will be recruiting. The team will be visiting two schools per day and then attending two all-day College Fairs.

India – A former student from India contacted us. He would like to work with Hocking College to provide more opportunities to other Indian students because of his positive experience while here at Hocking. We will begin exploring this opportunity.

Franklin University – Dr. Young announced that she and the President of Franklin University signed an agreement that will expand the collaboration between Hocking College and Franklin University. Up until now classes have been completed online with the student being able to take “bridge” courses here at Hocking College. Previously, all courses, with the exception of 40 hours could be taken at Hocking College. Now all but 30 hours face to face can be taken at Hocking College. With this agreement Franklin will now be offering classes at the Main Campus in accounting and business. She stated that Franklin has an excellent reputation and this is an excellent way for students to reduce over college costs in this 3 + 1 program.

Math Course – Dr. Young reported the College will now be offering an “applied mathematics” class. She stated that students were “burning up”

financial aid by taking several developmental classes. Applied math will be the math requirement for many of our students and will reduce costs for our students. Obviously, there are several programs that will still require the more advanced math classes (such as algebra) which will still be offered.

Insurance – Dr. Young stated that as the Board knows the College changed insurance plans back in January to a high deductible Health Savings Plan. Effective July 1 the plan will include the following enhancements:

- E3 Diabetic Supply Savings Program – Mail order benefit for free diabetic supplies.
- HealthWorks – This will be our new wellness education program and web portal to help employees live and be healthier.
- HelpNet Employee Assistance Program
- Telemedicine Program – Convenient access to medical care issues 24/7 and 365 days a year. Dr. Young stated they are hoping to expand this service to students.

Jump Start Course – Dr. Young reported that the College first offered the “Jump Start” course last fall and that every student who attended enrolled for classes. She also reported that Christine Woodgeard has been the lead contact person for this program. Dr. Young reported there were a couple of high school students who took the course and they are now enrolled for next semester. Christine is jump start for new high school grads this summer on campus. They are encouraging students to come and experience living on campus for a few days. She stated that we are expecting 50 students.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Trustee Tucker asked Dr. Davis to present the following Academic and Student Affairs report.

Completion Plan 2016-2018 (attached) - According to the Ohio Department of Higher Education, each public college and university was required to submit a campus completion plan that was approved by its Board of Trustees to the Chancellor by June 30, 2014. Completion plans are intended to help institutions to identify and implement strategies designed to increase the number and percentage of students earning meaningful postsecondary credentials. Current legislation calls for each institution to update its completion plan and submit it to the Chancellor by June 30, 2016. Chairman Johnson asked if there were any questions or discussion. Trustee Stone asked if this update is the “real thing.” Dr. Davis responded yes and that there was a lot of thought and measurement goals put into the process. Dr. Young commented that she and Dr. Davis would be giving a presentation at the Community Colleges of Appalachia Conference on “Transforming Student Success through Strategic Partnerships.”

**Hocking College
RESOLUTION 2016-20**

Completion Plan 16-18

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, each public college and university was required to submit a campus completion plan that was approved by its board of trustees to the Chancellor by June 30, 2014. Completion plans are intended to help institutions to identify and implement strategies designed to increase the number and percentage of students earning meaningful postsecondary credentials.

Current legislation calls for each institution to update its completion plan and submit it to the Chancellor by June 30, 2016

NOW THEREFORE BE IT RESOLVED that the Hocking College Board of Trustees has reviewed the Completion Plan 2016-2018 submitted by the Office of Academic Affairs and the Hocking College President.

BE IT FURTHER RESOLVED, that the Hocking College Board of Trustees, hereby approves and accepts the Completion Plan 2016-2018.

A motion was made by Trustee Budzik to approve the above resolution, was seconded by Trustee Mitchell and unanimously approved.

Academic Program Closures – Dr. Davis reported that in December 2015, by Board Resolution, a new degree was approved for Criminal Justice with majors in Law Enforcement and Corrections. She then introduced Lea Wandling and Josh Bishop to the Board and stated that these individuals have worked very hard on this program with their Advisory Committee and feel this will be a very strong academic program. The recommendation today is to close the following Academic Programs:

- Associate of Applied Science in Social Services, Corrections and Criminal Justice
- Associate of Applied Science in Police Science

Trustee Tucker then read in its entirety the recommendation to the Board of Trustees followed by the SSCJ PSCI Closure Resolution.

RESOLUTION 2016-19
SSCJ PSCI Closure Resolution

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 close degree programs proposed by the Administration.

NOW THEREFORE BE IT RESOLVED that the Hocking College Board of Trustees has reviewed the recommendations for Associate of Applied Science in Social Services, Corrections, and Criminal Justice and Associate of Applied Science in Police Science submitted by the Office of Academic Affairs and the Hocking College President.

BE IT FURTHER RESOLVED, that the Hocking College Board of Trustees, hereby approves and accepts the proposed closure of the Associate of Applied Science in Social Services, Corrections, and Criminal Justice and Associate of Applied Science in Police Science degree programs.

A motion was made by Trustee Addington to approve the above resolution, was seconded by Trustee Taulbee and unanimously approved.

Presentation – Hocking College and Tourism College of Zhejiang (see attached power point presentation) – Dr. Davis introduced Chef Katie McGushin, Department Chair for Hospitality and Culinary, to the Board of Trustees. Chef Katie stated that Hocking College is working on this initiative with the University of Toledo. She stated that the Tourism and College of Zhejiang is the best hospitality college in China. Chef Katie highlighted the following:

- Initial Meeting with Delegations from TCZJ and Hocking College
- TCZJ Campus Tour
- Lunch: Prepared by “Western Cuisine” Students
- Tour of Culinary Facilities
- Tour of TCZJ – Qiandao Lake Campus (Hotel Management Program, Nursing Home Care Program, and Opportunities for Eco Tourism)
- Possible Plans for the Future at Hocking College
 - Dedicated International Office, staffed with professionals who have both travel and international experiences.
 - Develop language training for American Students wishing to travel abroad
 - Development of an orientation process for international students

- Framework / MOU between Hocking College and TCZJ (Financial Aid/Funding – check with other schools to see what models work for them
- Plans for the Future within the School of Hospitality
 - Redevelopment of the “Hotel/Restaurant Management” and other curricula within the School of Hospitality (Greater focus on all Tourism Sectors; Develop more Corporate “Sponsors” to assist in redevelopment of the program; and Incorporation of Workforce Development Certificates and Trainings
 - Work with the American Culinary Federation to provide short-term certificates for our International Students
 - Develop a broader network of Domestic Travel opportunities in order to expand the international student experience
 - University of Toledo Summer Camp

BUDGET COMMITTEE REPORT

FY 2017 Unrestricted Educational General (E&G) Fund and Auxiliaries budgets effective July 1, 2016 through June 30, 2017 (attached) – Trustee Brooks reported that Ms. Gina Fetty is on vacation and asked Dr. Young if she had anything to add to the report. Dr. Young reported that the amount of annual transfer to the Strategic Reserve will be \$1,000,000 this year. The College is striving for a primary reserve ratio score of .40 which is an indicator of financial health. As of June 30, 2015, the College is approximately \$10 million short of this goal.

Dr. Young also congratulated the Board on keeping tuition, housing and dining services fees the same. This will benefit the students greatly. She also commented the Budget Advisory Committee (BAC) has been active in this year’s budget hearings. The BAC has representatives from students, faculty, and staff.

MOTION TO APPROVE

The adoption of the FY 2017 Unrestricted Educational and General (E&G) Fund and Auxiliary Operations budgets effective July 1, 2016 through June 30, 2017 or until such time as a revised budget may be presented and approved. The Vice President of Financial Services, in consultation with the President, is charged with monitoring the realization of revenues and expenditure of funds in accordance with the Board approved budget and may make modifications of internal budgets within resource constraints as needed or requested.

A motion was made by Trustee Mitchell to approve the above “Motion to Approve,” was seconded by Trustee Taulbee, and unanimously approved.

FACILITIES COMMITTEE REPORT

Trustee Budzik reported that the "Sidewalk Materials" bid was pulled. There were two bidders, but neither met bidding criteria, therefore, a recommendation will be brought back to the Board of Trustees in August.

Trustee Budzik then presented the following:

MOTION TO APPROVE

Award the contract for the removal and replacement of existing and/or new exterior site lighting of the Campus-wide Sidewalks and Exterior Lighting Renovations Project to Claypool Electric, the lowest responsive and responsible bidder.

A motion was made by Trustee Brooks to approve the above recommendation, was seconded by Trustee Mitchell and unanimously approved.

PERSONNEL COMMITTEE REPORT

Trustee Stone stated that he had no formal report. He reported that the presidential evaluation portal will be open tomorrow for the Board Members to open and complete. Trustee Stone reported that he met briefly with Mr. White and discussed the new health care plan, employee and talent management programs, as well as building an onboarding program for Hocking College employees.

CHAIRMAN'S REPORT

No report.

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 of real or personal property;

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

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

The Executive Session invitation may include: Dr. Betty Young, Jeff Daubenmire, Dr. Myriah Davis, and Mr. Jeff White.

On a roll call vote:

Voting Yes: Trustees Jeanie Addington, Mike Brooks, Mike Budzik, Leon Forte', Ben Mitchell, Andrew Stone, Keith Taulbee, Paula Tucker and Chairman Tom Johnson

Voting No: None.

The Board adjourned to Executive Session at 6:55 P.M. Additional Attendee included: Dr. Betty Young, Dr. Myriah Davis, Mr. Jeff Daubenmire, and Mr. Jeff White.

RETURN TO REGULAR SESSION


Chairman Johnson announced the return to regular session at 7:44 P.M.


NEW BUSINESS

- None

ADJOURNMENT

There being no further business to conduct, a motion was made to adjourn by Trustee Taulbee and seconded by Trustee Brooks. The Board adjourned at 7:45 P.M.



Tom Johnson, Chairman

Sheree Cunningham, Board Secretary