



**HOCKING COLLEGE
BOARD OF TRUSTEES MEETING**

**Tuesday, August 23, 2011
5:00 P.M.**

The Inn at Hocking College

- **Call to Order** Chairman Murtha
- **Roll Call** Trustee Sherburne
- **Approval of Minutes** Chairman Murtha
 - July 26, 2011 Regular Meeting
- **Executive Session**
- **Academic and Student Affairs and Provost Report** Trustee Light, Chair
 - Enrollment Report Dr. Weiland, Liaison
 - HLC Update
- **Personnel Committee Report** Trustee Sherburne, Chair
 - Resolution: Hiring Freeze Exemption Request Mr. Sanders, Liaison
- **Budget Committee Report** Trustee Willard, Chair
 - Review Monthly Financial Reports Ms. Fetty, Liaison
 - Resolution: Adoption of FY 2012 Budget
- **Facilities Committee Report** Trustee Starner, Chair
 - Inn Project Update Dr. Short, Liaison
- **Interim President's Report** Dr. Jacalyn Osborne
- **Chairman's Report** Chairman Murtha
- **Old Business** Chairman Murtha
- **New Business** Chairman Murtha
 - Date of Next Meeting: September 27, 2011
- **Adjournment** Chairman Murtha

August 23, 2011

The Regular meeting of the Hocking College Board of Trustees was held Tuesday, August 23, 2011, at the Inn at Hocking College, Nelsonville, Ohio.

Administrators attending: Dr. Jacalyn Osborne, Interim President; Dr. Molly Weiland, Provost and Vice President of Academic and Student Affairs; Gina Fetty, Vice President of Financial Services; Dr. Myriah Short, Vice President of Administrative Services; Sue Chiki, Associate Provost; Larry Coon, Dean, School of Natural Resources; Neil Hinton, Dean, School of Engineering, Business, and Computer Information and Dean, Logan Campus; Laurel Ransom, Dean, School of Arts and Sciences; Chuck Taylor, Dean, Perry Campus; Susan White, Dean, School of Public Safety Services; Al Matthews, HC Chief of Police; Laura Alloway, Director of Marketing and Public Relations; and John Sanders, Director of Human Resources.

Additional attendees: Members of faculty; staff; and Rebecca Albers, Chief, Education Section, Office of the Attorney General; and media.

CALL TO ORDER

Chairman Murtha called the meeting to order at 5:03 P.M.

OATH OF OFFICE

Chairman Murtha welcomed the new Caucus of School Board Presidents appointed trustee, Robert Troxel of Athens County, and administered the Oath of Office, (Addendum 1). Trustee Troxel replaces Dr. Alan Geiger, who resigned from the Board on June 2, 2011, and will serve through August 31, 2013.

ROLL CALL

Nancy Vandeman, Board Recording Secretary, called the roll:

Board members present: Trustee Brooks, Trustee Light, Chairman Murtha, Trustee Troxel, and Trustee Willard.

Board members absent: Trustee Newlon (arrived at 5:07 P.M.), Trustee Sherburne, and Trustee Starner.

Members present constitute quorum: Yes.

MOMENT OF SILENCE

Chairman Murtha announced the passing of Trustee Starner's granddaughter, Sarah Starner, and requested a moment of silence in her honor.

APPROVAL OF MINUTES

Trustee Light moved, seconded by Trustee Willard, to approve the Minutes of the July 26, 2011 Regular Meeting of the Board of Trustees.

On a roll call vote:

Voting Yes: Trustee Light, Trustee Willard, Trustee Brooks, Trustee Newlon, and Chairman Murtha.

Voting No: None

Abstain: Trustee Troxel

EXECUTIVE SESSION:

Trustee Willard moved, seconded by Trustee Light, that the Board enter into Executive Session to discuss collective bargaining issues.

On a roll call vote:

Voting Yes: Trustee Willard, Trustee Light, Trustee Brooks, Trustee Newlon, Trustee Troxel, and Chairman Murtha.

Voting No: None.

In addition to the Board of Trustees, the following were requested to attend all, or a portion of, the Executive Session: Vice-President Gina Fetty; Vice-President/Provost Molly Weiland; Vice-President Myriah Short; HR Director John Sanders; Ms. Paula Tucker; and Legal Counsel, Attorney Rebecca Albers.

The Board adjourned into Executive Session at 5:08 P.M.

REGULAR SESSION

Chairman Murtha declared the return to the Regular Session at 5:22 P.M.

ACADEMIC AND STUDENT AFFAIRS AND PROVOST REPORT

Committee Liaison, Dr. Weiland, presented the enrollment data as of August 23, 2011. The data indicates that the Summer Quarter 2011 headcount is down in comparison to Same Day Headcount for Summer Quarter 2010; however, Fall Quarter figures are up. Two additional *New Student Scheduling and Registration (NSSR)* sessions are scheduled in the next couple weeks, and enrollment is expected to continue to increase, (Addendum 2). Dr. Weiland explained to the Board how to access the Demographics data on the College website, which provides a breakdown of data by various categories such as gender, age, schools, and programs.

Dr. Weiland next presented the *Higher Learning Commission (HLC)* Self-Study update, and remarked that the Board can access the Self-Study on the College website, titled *HLC Accreditation*. She thanked Dr. Lisa Steffensen for her efforts and remarked that the College benefited from a strong Steering Committee. The *HLC Accreditation* visit is scheduled for November 7 – 9, 2011. The visiting team will interview faculty, staff, and members of the Board of Trustees, and provide clarification and verification of the contents of the Self-Study Report.

PERSONNEL COMMITTEE REPORT

Committee Liaison, Mr. Sanders, explained the hiring freeze exemption request for two positions: Associate Dean of Nursing and Allied Health; and Maintenance Supervisor. Trustee Willard, Chairman of the Budget Committee, presented the resolution to the Board, and moved, seconded by Trustee Newlon, to adopt the resolution exempting the previously budgeted positions from the hiring freeze.

On a roll call vote:

Voting Yes: Trustee Willard, Trustee Newlon, Trustee Brooks, Trustee Light, Trustee Troxel, and Chairman Murtha.

Voting No: None.

RESOLUTION 2012-08 Hiring Freeze Exemption Request

WHEREAS, the College is committed to prudent financial management while providing the services necessary to maintain the core mission of the College, and

WHEREAS, the Board of Trustees implemented a hiring freeze in

June 2010, and

WHEREAS, the College has a number of budgeted positions, which have been recently vacated, or will soon be vacated, and is seeking exemption for those positions from the hiring freeze,

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the College to proceed with hiring a replacement for the following budgeted positions deemed necessary to support the core mission of the College:

- 1) Associate Dean, Nursing and Allied Health
- 2) Maintenance Supervisor

(Refer to Addendum 3 for positions' description.)

BUDGET COMMITTEE REPORT

Committee Chair, Trustee Willard, invited Ms. Fetty to address the Board, (refer to Addendum 4 titled *Hocking College FY 2012 Talking Points and Preliminary Budget Reports* for presentation information). Ms. Fetty followed with a brief explanation of the *Proposed FY 2012 Original Budget*. At the conclusion of her report, Trustee Willard read and then moved, seconded by Trustee Brooks, the adoption of the FY 2012 Original Budget resolution.

On a roll call vote:

Voting Yes: Trustee Willard, Trustee Brooks, Trustee Light, Trustee Newlon, Trustee Troxel, and Chairman Murtha.

Voting No: None.

RESOLUTION 2012-09 FY 2012 Unrestricted Educational and General and Auxiliaries Budgets

WHEREAS, the College has developed a balanced budget for FY 2012 to take the place of a continuation budget from FY 2011, 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 for FY 2012, and

WHEREAS, this budget shall remain in effect for the remainder of FY 2012 until such time that a budget revision is prepared and approved, if warranted,

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees the adoption of the proposed FY 2012 original budgets for the Unrestricted Educational and General (E & G) Fund and Auxiliary operations.

FACILITIES COMMITTEE REPORT

On behalf of the Facilities Committee, Dr. Short presented the following update regarding current projects:

- Ms. Short reported that the parking lot paving project, funded by student parking fees, was awarded to York Paving, Inc. and will begin in about two weeks.
- Triad Architects, Inc., an engineering firm, has been contracted to develop a proposal addressing the drainage issues at the Inn at Hocking College. After the proposal is completed and reviewed, the project will go out to bid in the next couple months.
- The removal of the mold in Hocking Heights residence hall will be completed prior to move-in, which begins September 10, 2011.
- The most current information regarding the Capital Bill indicates that Hocking College may receive only \$400- 500k for renovation.
- Ms. Short stated that the committee will continue to share project updates with the Board as progress develops.

Interim President's Report

Dr. Osborne welcomed two of the newly appointed Caucus of School Board Presidents appointees to the meeting and remarked that two additional Caucus appointees will be sworn in at the next Board meeting.

On behalf of the College, Dr. Osborne publically expressed her appreciation to our retiring Trustee, Mr. Larry Willard, for his three terms of dedicated service; and, during those terms, three years of leadership as Chairman of the Board. (The College presented Trustee Willard with a floral arrangement/planter as a token of appreciation.)

Dr. Osborne invited the Board members to a special "Meet and Greet" event with faculty and staff, as part of *Start-Up Week activities* on September 19, 2011 at 3:30 P.M. in the John Light Hall cafeteria.

Chairman's Report

Chairman Murtha announced that the annual election of new officers would take place at the next full-board meeting on September 27, 2011. He followed with the appointment of this year's Nominating Committee members:

1. Trustee Light, Chair
2. Trustee Newlon
3. Trustee Willard

Responding to Trustee Brooks expressed concern that Trustee Willard's term would expire next week, Chairman Murtha instructed the Nominating Committee to meet and select the nominees for office prior to August, 31, 2011.

OLD BUSINESS

None.

NEW BUSINESS

Trustee Brooks announced that the new Ohio Board of Regents Chancellor Jim Petro will be visiting southeastern Ohio on Tuesday, October 4, 2011. Chancellor Petro has asked to meet with the Hocking College Board of Trustees at 4:00 P.M. A discussion followed about scheduling the Chancellor's meeting; and, due to an expressed concern about the number of Board commitments during the months of September and October, further discussion has been tabled until the next Regular Board meeting on Tuesday, September 27, 2011.

ADJOURNMENT

There being no further business, Trustee Willard moved, seconded by Trustee Newlon that the meeting be adjourned at 5:58 P.M.

Trustee Murtha, Chairman



Nancy Vandeman, Recording Secretary