



## BOARD OF TRUSTEES MEETING

Tuesday, September 23, 2014

5:00 P.M.

Regular Meeting

Energy Institute~Logan Campus

- **Call to Order** Chairman Taulbee
- **Roll Call** Ms. Vandeman
- **Administer the Oath of Office** Chairman Taulbee
  - Reappointment of Trustees Brooks, Budzik, and Tucker
- **Approval of Minutes** Chairman Taulbee
  - Regular Meeting May 27, 2014
  - Special Board Meeting June 26, 2014
  - Regular Meeting August 5, 2014
- **Election of Officers** Chairman Taulbee
  - Chairman
  - Vice-Chairman
  - Appointment of Board Secretary
- **Academic Affairs and Student Affairs Committee Report** Trustee Tucker/Dr. Bridges  
Dean Allen-Smith
  - Allied Health Department Showcase
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
- **Facilities Committee Report\*** Trustee Budzik/Dr. Davis
  - Motion to Approve Fire Alarm System Electrical Contractor
  - Motion to Approve Light Hall Roofing Contractor
- **President's Report** Dr. Erickson
- **Chairman's Report** Chairman Stone
- **Old Business** Chairman Stone
- **New Business** Chairman Stone
  - Next COTW and Regular Meetings:  
December 2, 2014 at the Inn at Hocking College
- **Executive Session** Chairman Stone
- **Adjournment** Chairman Stone

\*Board Action Required

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**September 23, 2014**

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The Regular Meeting of the Hocking College Board of Trustees was held Tuesday, September 23, 2014, at the Hocking College Energy Institute, on the Logan Campus, Logan, Ohio.

Administrators attending: Dr. Ron Erickson, President; Dr. Carl Bridges, Vice President of Academic and Student Affairs/Provost; Ms. Gina Fetty, Vice President of Fiscal Operations; Dr. Myriah Davis, Vice President of Administrative Services; Ms. Nicolette Dioguardi, Vice President of Risk Management and General Counsel; Mr. Ben Dalton, CIO; Ms. Laura Alloway, Director of Marketing and Public Relations; Chief Al Matthews, Director of Campus Safety; Deans: Ms. Tammy Keith, Ms. Bonnie Allen-Smith, Mr. Scott Mong, Mr. Neil Hinton, Mr. Alfonso Contrisciani, and Ms. Kim Mullen.

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

**CALL TO ORDER**

Chairman Taulbee called the meeting to order at 5:20 P.M.

**ROLL CALL**

Nancy Vandeman, acting Board Secretary, called the roll:

Board members present: Mike Brooks, Mike Budzik, Gary Edwards, Tom Johnson, Andrew Stone, Dr. Keith Taulbee, Robert Troxel, and Paula Tucker.

Board members absent: Joseph Ogden

Members present constitute quorum: Yes

**ADMINISTER THE OATH OF OFFICE**

Chairman Taulbee invited Trustees Brooks, Budzik, and Tucker to stand and take the Oath of Office as a group:

Trustee Mike Brooks, reappointed by Governor Kasich, will serve a third term beginning September 3, 2014 and ending August 26, 2017 (Addendum 1).

Trustee Mike Budzik, reappointed by Governor Kasich, will serve a second term beginning September 2, 2014 and ending August 26, 2017 (Addendum 2).

Trustee Paula Tucker, reappointed by a Caucus of School Board Presidents, will serve a second term beginning September 1, 2014 and ending August 31, 2017 (Addendum 3).

## **APPROVAL OF MINUTES**

Chairman Taulbee asked if there were any changes to the minutes from the May 27, 2014 Regular Meeting, June 26, 2014 Special Meeting, and the August 5, 2014 Regular Meeting. There being none, Trustee Edwards moved, seconded by Trustee Brooks, that the minutes be approved as written. The motion passed unanimously.

## **ELECTION OF OFFICERS**

Chairman Taulbee asked for nominations for the office of Chairman to serve for the next year. Trustee Stone's nomination was presented by Trustee Brooks and seconded by Trustee Budzik. Chairman Taulbee then placed the name of Trustee Johnson into nomination for Vice-Chair; seconded by Trustee Brooks. Chairman Taulbee announced the appointment of Nancy Vandeman as Board Secretary to replace the current secretary, Jestinah McDonald. Chairman Taulbee expressed his appreciation for the work Ms. McDonald had performed, and wished her well as she assists in the expansion of the Hocking College Foundation.

There being no further discussion, the nominations were closed, and the Trustees voted unanimously to accept the new slate of officers.

Chairman Taulbee thanked the Board for their support during the year, and passed control of the meeting to Chairman Stone. Chairman Stone announced that the Board will continue to conduct committee meetings as the Committee of the Whole (COTW.) The Bylaws will be amended to include language concerning the COTW and expected to be formally adopted at the next Board meeting. Committee assignments will remain the same as the past year: Trustee Budzik, Facilities; Trustee Tucker, Academic/Student Affairs; Trustee Brooks, Fiscal; and Trustee Johnson, Personnel.

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

Trustee Tucker deferred to Dr. Bridges for the presentation of the report. Dr. Bridges explained that the College has been working with Hanover Research firm as part of the academic program review process. Hanover's *Occupational Outlooks for Academic Programs* report analysis prepared for Hocking College indicates that the allied health and nursing programs will likely lead to the fastest growing occupations between now and the year 2020. This comprehensive report also provides data for evaluating strengths and weaknesses of these programs, and will assist us in making major program changes and/or minor revisions.

Dr. Bridges stated that he plans to invite different departments over the next few months to present their programs to the Board, and tonight's showcase features two programs in the School of Allied Health: Medical Assisting with program coordinators/instructors, Dawn Shingler; and Fitness Management, William Finnearty.

Dr. Bridges invited Ms. Bonnie Allen-Smith, Dean of the School and Allied Health, to introduce the showcased programs. Dean Allen-Smith explained that Mr. Finnearty was unable to present the Fitness Management Program at this meeting, and so she proceeded on his behalf with a PowerPoint presentation. (An electronic copy of the PowerPoint slides is available.)

Dean Allen-Smith reported that the expanding job market for fitness professionals suggests an increase in demand for careers in fitness management, and Hocking College is trending with that growth. Hocking College currently has been trending higher than comparable colleges with a 68% completion rate.

Trustee Taulbee asked about the number of students enrolled in the program: Dean Allen-Smith replied that the program has the capacity for 40; currently the program has 22 first year students, and 17 second year students. Trustee Budzik added that he could see continued growth if the College marketed the program to high school students at community events such as: the Warrior Dash; or on-campus events as Hocktoberfest. Dean Allen-Smith added that Instructor Marikate Warren works with area high schools to promote these types of events.

Next, Dean Allen-Smith introduced Ms. Dawn Shingler, coordinator and instructor for Medical Assisting program. Ms. Shingler stated that according to the *Hanover Research* report, the field of medical assisting is expected to grow at a rate of 29% between 2012-2020. She also reported that 100% of the 2012 Cohort student roster completed the two-year program. (Details of the presentation are available electronically on the PowerPoint slides.)

#### **BUDGET COMMITTEE REPORT**

Ms. Fetty briefly spoke to the \$4.2–4.7 Million budget shortfall, and the 15<sup>th</sup> Day enrollment decline of approximately 15% reported during the Committee of the Whole Budget committee meeting held earlier. (No formal budget report was presented to the Board during the Regular meeting.)

#### **FACILITIES COMMITTEE REPORT**

Trustee Budget invited Dr. Davis to present the committee report. Dr. Davis reviewed the most recent activity regarding the roof replacement on Light Hall as a result of the bid closing yesterday, September 22, 2014, and requested that the Board approve the awarding of the contract to the lowest bidder, K & W Roofing of Pataskala, Ohio. The project has a budget of \$400,000 funded by capital dollars.

Trustee Taulbee moved to approve the hiring of the roofing contractor, seconded by Trustee Troxel. The motion passed unanimously.

Dr. Davis next requested the Board's approval to hire an electrical contractor to install the new fire alarm system in each building on campus. Based

on the lowest bid received, the College recommends the hiring of Claypool Electric. The project has a budget of \$1,000,000 funded by bond money.

Trustee Taulbee moved to approve the hiring of the electrical contractor, seconded by Trustee Edwards. The motion passed unanimously.

### **PRESIDENT'S REPORT**

Dr. Erickson announced that the planning for the annual *Hocktoberfest* event was in full-swing. This year the College will be partnering with Rocky Boots, and he extended an invitation for everyone to attend the fun event on Saturday, October 4, 2014.

### **CHAIRMAN'S REPORT**

Chairman Stone thanked the Logan campus for hosting tonight's Board meeting and for the refreshments. He also expressed his appreciation for the opportunity to serve as the next chairman of the board.

### **OLD BUSINESS**

None to report.

### **NEW BUSINESS**

Chairman Stone reported that the next meeting will be held jointly with the Hocking College Foundation on December 2, 2014. In the next few weeks, he will be working closely with the Foundation Director, Libby Villavicencio, to plan the details of the meeting. Chairman Stone also mentioned that he anticipates a special meeting of the Board in October to discuss the bids and take appropriate action on the Business Training Center (BTC.)

### **EXECUTIVE SESSION**

Chairman Stone next requested a motion to adjourn into Executive Session:

- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, and
  
- To prepare for, conduct, or review a collective bargaining strategy.

Trustee Taulbee moved, seconded by Trustee Budzik, to adjourn to Executive Session.

On a roll call vote:

Voting Yes: Trustee Brooks, Trustee Budzik, Trustee Edwards, Trustee Johnson, Trustee Taulbee, Trustee Troxel, Trustee Tucker, and Chairman Stone.

Voting No: None.

The Board adjourned to Executive Session at 5:21 P.M., and additional attendees included Dr. Erickson and Ms. Dioguardi.

**REGULAR SESSION AND ADJOURNMENT**

Chairman Stone announced the return to the Regular Session at 6:30 P.M. There being no further business to conduct, the Board adjourned at 6:32 P.M.

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Andrew Stone, Chairman

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Nancy Vandeman, Board Secretary