



BOARD OF TRUSTEES REGULAR MEETING

Tuesday, October 27, 2015
5:00 PM ~ Committee Meetings
6:00 PM ~ Board Meeting
Rhapsody Restaurant
Nelsonville, OH

- **Call to Order** Chairman Johnson
- **Roll Call** Ms. Vandeman
- **Approval of the Minutes** Ms. Vandeman
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
 - 1) Financial Report
 - 2) Resolution to establish a threshold for Blanket Purchase Orders
 - 3) Resolution to comply with HB 64 regarding student credit overload
- **Academic and Student Affairs Report** Trustee Tucker/Dr. Davis
 - 1) New Programs proposed
 - 2) Resolution to establish Study Abroad and Domestic Travel Program
 - 3) Resolution for proposed 2016-2019 Academic Calendars
- **Facilities Committee Report** Trustee Budzik/Ms. Hagerott
 - Capital Discussion
- **Personnel Committee Report** Trustee Johnson/Ms. Dioguardi
- **Chairman's Report** Chairman Johnson
- **President's Report** Dr. Young
- **New Business** Chairman Johnson
 - Next Regular Board Meeting December 8, 2015: Joint Meeting with the HC Foundation Board
- **Executive Session** Chairman Johnson
- **Adjournment** Chairman Johnson
- **Ethics Training** Ms. Dioguardi

October 27, 2015

The Regular Meeting of the Hocking College Board of Trustees was held Tuesday, October 27, 2015, at the Rhapsody Restaurant in Nelsonville, OH.

Administrators attending: Dr. Betty Young, President; Dr. Myriah Davis, Provost, and VP of Academic and Student Affairs; Nicolette Dioguardi, VP of Risk Management and General Counsel; Gina Fetty, VP of Financial Services; Jacqui Hagerott, VP, and Chief Operating Officer, and Assoc. Chief of Financial Services; Jeff Daubenmire, Chief of Staff; Deans: Kim Mullen, Bonnie Allen-Smith, Sarah Parker-Clever; and Jerry Hart, Union representative.

Additional attendees: Staff and media.

CALL TO ORDER

Chairman Johnson called the meeting to order at 6:10 P.M.

ROLL CALL

Board members present: Jeanie Addington, Mike Brooks, Mike Budzik, Tom Johnson, Andrew Stone, Dr. Keith Taulbee, and Paula Tucker.

Board members absent: None

Members present constitute quorum: Yes.

APPROVAL OF THE MINUTES

Trustee Addington moved that the minutes from the June 25, 2015; July 29, 2015; and September 24, 2015 meetings be approved. Trustee Brooks seconded, and the motioned was carried unanimously.

BUDGET COMMITTEE REPORT

Trustee Brooks asked Ms. Fetty to present the budget report. Ms. Fetty referred to the monthly financial statements as of September 30, 2015, and stated that she was pleased to report that the budget continues to trend behind rather than forward, and is being well-managed. (Addendum 1.)

Ms. Fetty explained the first order of business involves a compliance issue, and the recommendation that blanket orders be limited to \$5000 against any specific line item. (Addendum 2.)

**RESOLUTION 2016-04
THRESHOLD FOR BLANKET PURCHASE ORDERS**

WHEREAS, Ohio Revised Code Section 5705.41(D) states that fiscal officers may prepare “blanket” certificates (blanket orders) for a sum not exceeding an amount established by resolution or ordinance adopted by the members of the legislative authority against any specific line item account over a period not extending beyond the end of the current fiscal year,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Hocking College adopts a \$5,000 blanket order limit against any specific line item.

The motion for approval was proposed by Trustee Brooks and seconded by Trustee Taulbee. The motion was carried unanimously.

Ms. Fetty explained the Amended Substitute House Bill 64, enacted as of July 15, 2015 and effective spring semester 2016, stipulates that the college is required to extend the full-course load to 18 credit hours. In order to be in compliance, the college will replace the current fee range of 12-16 credit hours with 12-18 credit hours. (Addendum 3.) Although the change will result in a loss of revenue to the college, Ms. Fetty remarked that the loss will be recoverable during this fiscal year.

RESOLUTION 2016-05
Compliance with House Bill 64 Credit Overload

WHEREAS, Ohio Revised Code Section 3345.46 in Amended Substitute House Bill 64 prohibits state institutions of higher education from charging overload fees, except at levels in excess of 18 credit hours and states, “If a student is enrolled in more than eighteen credit hours per semester, or the equivalent number of credit hours per quarter as determined by the board of trustees of the institution, the institution may charge an overload fee to the student for only those credit hours taken in excess of eighteen credit hours per semester, or the equivalent number of credit hours per quarter, whichever is applicable,” and

WHEREAS, this provision of the law is to take effect for spring semester, and

WHEREAS, the College’s current fee schedule does not comply with this change in the law,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Hocking College adopts a revised fee schedule for spring semester that is the same as previously approved except that the range of 12-16 credit hours being charged the same amount, changes to 12-18 credit hours being charged the same amount to comply with the change in the law.

The motion for approval was proposed by Trustee Taulbee and seconded by Trustee Budzik. The motion was carried unanimously.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Trustee Tucker asked Dr. Davis to present the committee report. Dr. Davis explained that the college is asking the Board to approve a resolution authorizing the development of international study abroad and domestic travel programs. These programs will be designed to provide students with an opportunity to gain valuable knowledge and skills through unique traveling experiences. The resolution will also allow the college to establish policies and fees necessary to support these programs. (Addendum 4.)

Discussion followed regarding opportunities and expansion of current programs, such as ecotourism, culinary and hospitality, and re-establishing a partnership with Havering College in England. Trustee Budzik spoke to the importance of ensuring that safeguards are in place to protect both the students and the institution.

RESOLUTION 2016-06

Establishment of International Study Abroad and Domestic Travel Programs

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

WHEREAS, The Hocking College International Study Abroad/Domestic Travel Program would provide an opportunity for students to plan for international study abroad/domestic travel opportunities, beginning the first semester of their education here at Hocking College. Fees for this program will minimize the financial barrier to participation.

NOW THEREFORE BE IT RESOLVED that the President or her designee/s are authorized to develop this program in accordance with the direction given in the above background and establish policy and fees to allow international study abroad and/or domestic travel to support this program.

The motion for approval was proposed by Trustee Budzik and seconded by Trustee Brooks. The motion was carried unanimously.

Next, Dr. Davis explained the importance of establishing the three-year 2016-2019 academic calendar for curriculum planning and predictability. These calendars are based on previous calendars approved by the Board, and have been vetted by several committees on campus. (Addendum 5, including Exhibit A.)

RESOLUTION 2016-07 **2016-2019 Academic Calendars**

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 2016-2019 Academic Calendars submitted by the Office of Academic Affairs, and the Hocking College President and Executive Staff, 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. This resolution supersedes any and all previous academic calendars.

The motion for approval was proposed by Trustee Tucker and seconded by Trustee Addington. The motion was carried unanimously.

Dr. Davis concluded her presentation with a brief update regarding new academic programs under consideration, and incorporated as part of the review process, including criminal justice and social work as two plus two programs; sports managements; woodcraft; vet tech and small animal grooming; and dental hygiene.

FACILITITES COMMITTEE REPORT

Trustee Budzik invited Ms. Hagerott to address the Board. Ms. Hagerott welcomed the Board to the grand re-opening and re-design of the Rhapsody Restaurant featuring the evening's light dinner items as part of the new menu. Ms. Hagerott explained that price points have been carefully reviewed to accommodate both student budgets while maintaining the concept of fine dining. She introduced Master Chef Contrisciani and thanked him and the Rhapsody staff for the delicious meal. Trustee Brooks suggested that the college coordinate marketing efforts with the Stuarts Opera House performances, and consider college representation on the Stuarts Opera House Board of Directors.

Ms. Hagerott distributed an *Operations and Facilities Report* (Addendum 6) and provided the board with an update on operational activities. Highlights included campus security; scheduled ALICE training; dining services upgrades; partnership with Ohio Tactical Officers training; "One-Stop" IT services; and a Business Training Center update.

Ms. Hagerott also distributed the *Proposed Capital Plan 2017 Biennium* (Addendum 7), listing projects in the *Six Year Capital Plan* and the *2017 Estimated Capital Funds*, followed by new projects listed in alphabetical order. At this point, Dr. Young is asking for the Board to agree, in general, with capital funding priorities as follows:

- 1) Health and safety
- 2) Deferred maintenance
- 3) Renovation

PERSONNEL COMMITTEE REPORT

Chairman Johnson invited Ms. Dioguardi to report. In cooperation with the college's health insurance broker, Ms. Dioguardi reported that the college recently offered employees Biometric screening at no charge, and rewarded 50 participants with incentives provided by the company. The college also worked with the Athens County Health Department to provide annual flu shots at no charge, and different community agencies were hosting *Lunch and Learn* programs instructing employees on topics of preventative health.

CHAIRMAN'S REPORT

Chairman Johnson announced the upcoming visit with Washington DC Appalachian Commission (ARC) Director, Scott Hamilton, on November 12. Mr. Hamilton will be touring Nelsonville area including Hocking College. Objectives for the visit include emerging opportunities for coal-dependent economies; opportunities offered at Hocking College; and the exploration of funding opportunities.

Chairman Johnson also referenced the U.S. Department of Education *College Scorecard* information ranking colleges based on competitive data, and suggested that this information be incorporated in the program review process.

PRESIDENT'S REPORT

Highlights of Dr. Young's report included:

- Because finances are the largest challenge facing our student population, Digital Works, a company based in Logan, will be accommodated on campus as a pilot project to train qualifying students for part-time work from campus or home.
- A brief overview of the group visit to Kirkwood Community College, Cedar Rapids, IA, and plans to continue a partnership with the college, as well as New Lexington, OH and agriculture/heritage farming.
- Trustee Addington reported on the 2015 ACCT Leadership Conference in San Diego.
- Dr. Young introduced Frits Rizor, an internal candidate from the School of Natural Resources, as the new director of Workforce and Economic Development.
- A preview of the Higher Learning Commission trip in November to Indianapolis in preparation for the March 2018 HLC visit.
- An overview of the November launch of the Education Advisory Board (EAB) tools to guide students through their education process. (Addendum 8.)
- Dr. Young explained the concept of policy vs. procedures, as the college begins to review and make necessary changes for the Board's approval in late November. Information will be sent electronically to the trustees for their review and approval.
- The veteran's office will be staffed by our new military employee starting November 9.

- The Attorney General's Office will be on campus for Title IX training on December 7, 2015.
- Dr. Young directed the Board's attention to the handout from the Chancellor's Office, *Changing Campus Culture*, (Addendum 9), which is being implemented by the college.
- Dr. Young referred to the handout, *Action Steps to Reduce College Costs, Executive Summary*, (Addendum 10), and recommended that the trustees go online to review the full report. The Governor's charge to both two-year and four-year institutions is to increase efficiencies and decrease costs to students. The college's final report that will address the various recommendations will require the Board's approval before June 2016.

EXECUTIVE SESSION

Chairman Johnson asked for a motion to convene into Executive Session pursuant to ORC 121.22:

- 1) To consider the employment, and dismissal of a public employee,
- 2) To discuss a pending or imminent court action,
- 3) To prepare for, conduct, review a collective bargaining strategy, and

Trustee Budzik moved; seconded by Trustee Tucker that the Board adjourn into Executive Session.

On a roll call vote:

Voting Yes: Trustees Addington, Brooks, Budzik, Stone, Taulbee, Tucker, and Chairman Johnson.

Voting No: None

Dr. Young, Ms. Dioguardi, Dr. Davis, and Ms. Fetty were invited to attend the session and to expect to be called at the appropriate time. The Board adjourned to Executive Session at 7:42 P.M.

REGULAR SESSION

Chairman Johnson announced the return to the Regular session at 8:55 PM. Chairman Johnson then asked Ms. Dioguardi to read the following resolution:

RESOLUTION 2016-08 REJECTION OF FACT FINDER'S REPORT ON OPBA-HOCKING COLLEGE

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, On Thursday, October 10, 2015, the Fact Finder, Mr. Joseph Gardner, heard from both the Ohio Patrolmen's Benevolent Association and Hocking Technical College representatives on two issues that were subjects of negotiations that had occurred over the previous two months, and

WHEREAS, the two issues concerned the amount of wages requested for the officers by the union, and the opportunity for increased pay for degree achievement by the officers, and

WHEREAS, Mr. Mark Volcheck, Esq. and Officer Brittany Eubanks were present for the fact finding meeting for the union, and Ms. Dioguardi, Esq., Mr. Chris Hogan, Esq., and Ms. Gina Fetty were present for the college, and

WHEREAS, Mr. Gardner issued his report on October 26, 2015, which contained his recommendations for wages over the course of the next contract term and increased wages for degree attainment. The recommendations in summary were to give the officers a 4% increase in the first year of a three (3) year contract, a 3% raise in the second year of the contract, and a 3% raise in the 3rd year of the contract. In addition, the fact finder denied the union any increase for future degree attainment.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees hereby respectfully rejects the fact finders report in total.

Trustee Brooks so moved; seconded by Trustee Taulbee. The motion was carried unanimously.

ADJOURNMENT

There being no further business to conduct, Trustee Taulbee moved that the meeting be adjourned at 9:00 P.M.

Tom Johnson, Chairman

Nancy Vandeman, Board Secretary