



## BOARD OF TRUSTEES MEETING

Thursday, February 12, 2015

8:30 AM – 9:30 AM

Hocking Hills Golf Club

Logan, OH

### SPECIAL MEETING

- **Call to Order** Chairman Stone
- **Roll Call** Ms. Vandeman
- **Administer the Oath of Office** Chairman Stone
  - Ms. Jeanie R. Addington
- **Executive Session** Chairman Stone
- **Chairman's Report** Chairman Stone
- **President's Report** Dr. Young
- **Personnel Report** Trustee Johnson/Ms. Dioguardi
  - Presidential Search Committee
- **New Business** Chairman Stone
- **Adjournment** Chairman Stone

**February 12, 2015**

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The Special Meeting of the Hocking College Board of Trustees was held Thursday, February 12, 2015, at the Hocking Hills Golf Club, Logan, OH.

Administrators attending: Laura Alloway, Director of Marketing and Public Relations, and Interim Director of Admissions; Joe Wakeman, Interim VP of Academic Affairs; Dr. Myriah Davis, Vice President of Administrative Services, and Interim VP of Student Affairs; Dr. Betty Young, Interim President; Gina Fetty, Vice President of Financial Services; Nicolette Dioguardi, Vice President of Risk Management and General Counsel.

Additional attendees: Dr. Narcisa Polonio, Executive Vice-President, Association of Community College Trustees (ACCT,) and Media

#### **CALL TO ORDER**

Chairman Stone called the meeting to order at 8:42 A.M., and briefly welcomed the trustees and administrators to the 2015 Board retreat.

#### **ROLL CALL**

Nancy Vandeman, Board Secretary, called the roll:

Board members present: Mike Brooks, Mike Budzik, Gary Edwards, Tom Johnson (arrived 8:45 AM), Andrew Stone, Keith Taulbee, Robert Troxel, and Paula Tucker.

Board members absent: None

Members present constitute quorum: Yes.

#### **OATH OF OFFICE**

Chairman Stone administered the oath of office to Jeanie Addington of Perry County appointing her to fill the remainder of the term for Trustee Joseph Ogden of Perry County. Ms. Addington will begin her first term of office on February 12, 2015 – August 31, 2015 (Addendum 1).

#### **EXECUTIVE SESSION**

Chairman Stone requested a motion to convene into Executive Session pursuant to ORC 121.22 (G) (1) to consider the employment, demotion, or compensation of a public employee;

In pursuant to ORC 121.22 (G) (3) to discuss a pending or imminent court action;

And, in pursuant to ORC 121.22 (g) (4) to prepare for and conduct a collective bargaining strategy.

Trustee Budzik motioned; seconded by Trustee Brooks.

On a roll call vote:

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

Voting No: None

In addition to the Board of Trustees, Ms. Nikki Dioguardi and Dr. Young were invited to attend the session.

The Board adjourned to Executive Session at 8:47 P.M.

## **REGULAR SESSION**

Chairman Stone announced the return to the Regular Session at 10:14 P.M.

## **CHAIRMAN'S REPORT**

Chairman Stone reviewed the goals for today's retreat:

- 1) Board training with Narcisa Polonio of ACCT. Refer to ACCT Agenda. (Addendum 2).
  - a. Update and complete mission/vision statements as included in the 2010-2015 Strategic Plan, and to align with the Higher Learning Commission (HLC) requirements.
  - b. Establish the Board meeting schedule for 2015.
- 2) Review the existing board by-laws and draft a possible revision that eliminates the Committee of the Whole and permits the board committees to meet separately.

## **PRESIDENT'S REPORT**

The following are highlights from Dr. Young's report:

- Dr. Young expressed her appreciation for the faculty's and staff's efforts in moving the enrollment forward. (Addendum 3.) She stated that the Budget projection for spring is at 99.3% of the target with only \$61,000.00 necessary to reach the budget goal. Revenue from dual enrollment and mid-semester starts are yet to be added to the budget, and she commented on feeling comfortable with the goals.
- As a best practice, Dr. Young reported that the college will create a management calendar to assist in institutional-wide planning, and it will include board reports.
- Noel-Levitz, our strategic enrollment consultants, will be back on campus working with groups to identify strengths and weaknesses. The consultants will work closely with the college to develop an overall strategic enrollment management plan.
- Ms. Fetty commented that the state budget report contains several proposals for addressing tuition hikes, including a 2% rate increase. She added that the college won't

know the outcome at the state level until June, but regardless, a community college education is still the best value for a state college education.

- Dr. Young explained the Academic Program Review Rotation Plan developed to gather accurate data on programs for review and implementation of the curriculum guidelines.

- She reported that the college has developed a partnership with the Logan-Hocking Chamber of Commerce, and discussions have led to a two-year agreement for the Chamber to relocate at the Logan Campus. The college plans to collaborate with the Chamber to offer community programming that supports workforce development and entrepreneur opportunities.

- Dr. Young explained the repackaging of the English-as-a-Second Language (ESL) program, and the outreach to the international community through the Hocking Intensive Language Learning Center (HILL Center).

- The college is researching/developing new programs: Welding and Shale at Logan campus; Dental Hygiene at Perry and Nelsonville campuses; and additional programs including wastewater treatment, and small animal breeding and grooming.

- Administration has engaged in compression planning to align the strategic needs of the college with the comprehensive Title III grant proposal. Topics include: a one-stop student service model; endowment and financial stability; strengthening academic offerings and technology support; and professional development.

- Dr. Young commented that she has good news to share: the 2014 Tree Campus USA designation, and the college's Natural Resources Ecotourism degree has been ranked in the top five best ecotourism schools in the world.

Dr. Young concluded her report with a lengthy discussion of the importance of developing an intercollegiate athletic program at the college. (Addendum 4.) She explained that after conducting research on similar institutions that offer athletic programs, these opportunities will make a positive impact on enrollment, retention, revenue, and student life. Dr. Young expects an increase in enrollment to result from attracting 100 new students to the athletic program. The scale of the proposed program will resemble more closely high school rather than a four-year program, and volunteer coaches and assistants will be an important component of the first year. The college is proposing a two-year pilot program. Following a review of the proposed list of sports to be offered, Trustee Budzik suggested that based on the regional interest in NASP, archery would be an important addition to the program.

## **PERSONNEL REPORT**

Trustee Johnson provided an update on the initial meeting of the Presidential Search Committee. Nineteen committee members were in attendance. The committee explored the search process under the guidance of Dr. Laurie Savona of ACCT via Skype. The deadline for accepting applications for the president of the college may be extended beyond next Friday. Reviewing online applications will be the next step in the review process, followed by live Skype interviews of the selected candidates. The final number of applicants will be reduced to three to five for on-campus visits. Trustee Brooks strongly suggested that the process should involve more than three for final consideration.

## **NEW BUSINESS**

Dr. Young presented the *Memorandum of Understanding Between Hocking College Energy Institute and the Logan-Hocking Chamber of Commerce* (MOU) and asked for authorization to enter into the contract. (Addendum 5.)

Trustee Tucker moved, seconded by Trustee Troxel the approval of the MOU. The motioned carried unanimously.

Dr. Young next presented the resolution giving authority to the President and CFO to determine appropriate fees in accordance to the operational needs of the College, which will facilitate the development of the 2015-16 budget:

### **RESOLUTION 2015-04 FY 2016-2017 GENERAL FEE AUTHORITY**

**WHEREAS**, The College is preparing its operating budget for the FY 2016 fiscal years, and

**WHEREAS**, The President and Treasurer are authorized to establish a schedule of fees, separate from tuition, in accordance with operational needs of the College,

**NOW THEREFORE BE IT RESOLVED** that the Hocking College Board of Trustees does hereby authorize the President and Treasurer to establish a schedule of fees in accordance with the needs of Hocking College and pursuant to the authority under state law.

Trustee Brooks moved to approve the resolution; seconded by Trustee Budzik. The resolution was passed unanimously.

Dr. Young followed with a resolution that limits the ability of non-authorized personnel from engaging in financial transactions that may have a financial impact on the college and without the President's knowledge:

### **RESOLUTION 2015-05 SIGNATURE AUTHORITY**

**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 enter into contracts and incur obligations that are legally binding on the college; and

**WHEREAS**, the Board desires to authorize signature delegations to clarify the authority of college officers in this regard and to manage the legal and financial risks relating to the proper approval of agreements with entities outside the college;

**NOW THEREFORE BE IT RESOLVED** that the President shall be the signatory on all matters required by law to be approved by the Board of Trustees, including leases of college land and bond financing documents;

**BE IT FURTHER RESOLVED** that the President is authorized to approve:

- a. all policies and procedures of the college;
- b. all policies and procedures relating to the operations of the Faculty, Administrative and staff workforce as well as all Bargaining Units;
- c. the granting to faculty of full-time status or other part-time or adjunct status.

**BE IT FURTHER RESOLVED**, that the President is authorized to sign on behalf of the college all contracts and other documents in which the college incurs or discharges a legal or financial obligation.

**BE IT FURTHER RESOLVED**, that in the President's unforeseen absence, the Chief Financial Officer is authorized to serve as the President's designated alternate signatory.

**BE IT FURTHER RESOLVED**, that the President is authorized to make sub-delegations of signature authority to appropriate college officials in accordance with their functional responsibilities which shall be effective at all times.

**BE IT FURTHER RESOLVED**, that the President is directed to implement appropriate procedures to ensure compliance with signature authority delegations and to minimize the legal and financial risks associated with the approval of college contracts.

Trustee Budzik moved to approve the resolution; seconded by Trustee Edwards. The resolution was passed unanimously.

Dr. Young presented the final resolution authorizing the President to develop the intercollegiate athletics plan and present the final plan for the two-year pilot program at the April 2015 regular board meeting for further implementation:

**RESOLUTION 2015-06  
INTERCOLLEGIATE ATHLETICS AT HOCKING COLLEGE**

**WHEREAS**, pursuant to a new 2012 rule of the NCAA, many Ohio high school athletes are ineligible to participate in university athletics, for a variety of reasons, and

**WHEREAS**, it is estimated that over one-thousand athletes leave Ohio each fall to play sports at two-year colleges in other states due to the lack of access, especially in football, as well as, other sports such as women's volleyball and women's basketball, and

**WHEREAS**, Hocking College can be positioned to offer athletics, including football, as well as, potential for women's and men's basketball and women's volleyball, and

**WHEREAS**, regional high school athletic directors have expressed an interest and support of such an initiative, and colleges have expressed an interest in developing a schedule with us, and

**WHEREAS**, the benefits of including athletics as a part of the student experience at Hocking College will impact enrollment, retention, college life, and national exposure in a positive way,

**NOW THEREFORE**, the Hocking College Board of Trustees does hereby give the President and the Administration the authority to further develop a comprehensive plan, outlining a plan for the inclusion of an athletic program for the FY 2016 and FY 2017 academic years as a pilot program, and

**BE IT FURTHER RESOLVED** that as the April 2015 meeting of the Board of Trustees, the President will present to the Board a comprehensive plan, including a potential schedule, cost and revenue, affiliation agreements, and facility use agreements; plans for staffing, coaching, infrastructure and timeline, as well as, a projection of the impact that such a program will have on enrollment and retention and the successful student experience at Hocking College, and

**BE IT FURTHER RESOLVED** that the Board, upon review and evaluation of such a proposal and plan for implementation, the Board will continue to explore and determine if such a program would be appropriate for Hocking College.

Trustee Addington moved to approve the resolution; seconded by Trustee Taulbee. The resolution was passed unanimously.

#### **ADJOURNMENT**

There being no further business, Trustee Troxel moved that the meeting be adjourned at 11:05 A.M.

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Andrew Stone, Chairman

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Nancy Vandeman, Board Secretary