



**HOCKING COLLEGE
BOARD OF TRUSTEES MEETING**

**Tuesday, February 28, 2012
6:00 P.M.**

**Energy Institute ~ Logan Campus
Regular Meeting**

- **Call to Order** Chairman Brooks
- **Roll Call** Ms. Vandeman
- **Approval of Minutes** Chairman Brooks
 - January 24, 2012 Regular/Standing Committee Meetings
- **Citizens' Comments** Chairman Brooks
- **Executive Session** Chairman Brooks
- **Facilities Committee Report** Trustee Budzik/Dr. Short
 - Sale of College Property
- **Budget Committee Report** Trustee Troxel/Ms. Fetty
 - Resolution to Accept Revised FY12 Budget
 - Resolution to Approve Tuition and Fees Schedule for FY13
 - Resolution to Approve Residence Halls and Dining Fees for FY13
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Erickson
 - Presentation of Plans For Logan Campus Expansion:
Dean Neil Hinton, School of Engineering and Technology
- **Personnel Committee Report** Trustee Taulbee/Mr. Sanders
 - Approval of Conflict of Interest Policy
- **President's Report** Dr. Erickson
 - New Administrative Appointments and Searches
 - Progress on April 1 Report to Higher Learning Commission
- **Chairman's Report** Chairman Brooks
 - Shale Gas Task Force
- **Old Business** Chairman Brooks
- **New Business** Chairman Brooks
 - Date of Next Meeting: March 27, 2012
- **Adjournment** Chairman Brooks

February 28, 2012

The Regular meeting of the Hocking College Board of Trustees was held Tuesday, February 28, 2012, at the Energy Institute at the Logan Campus, Logan, Ohio.

Administrators attending: Dr. Ron Erickson, President; Gina Fetty, Vice President of Financial Services; Dr. Myriah Short, Vice President of Administrative Services; Ken Bowald, Associate Dean, School of Natural Resources; Laurel Ransom, Dean, School of Arts and Sciences; Neil Hinton, Dean, School of Engineering Technology; and Dean, Logan Campus; Chuck Taylor, Dean, Perry Campus; Susan White, Dean, School of Public Safety Services; Sue Chiki, Dean, Business and Computer Information Technology; Sheena Fennell, Dean, School of Health and Nursing; Ben Dalton, Interim CIO; Joe Wakeman, Associate Provost for Curriculum and Instruction; Laura Alloway, Director of Marketing and Public Relations; John Sanders, Director of Human Resources; and Al Matthews, Hocking College Chief of Police.

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

CALL TO ORDER

Chairman Brooks called the meeting to order at 6:00 P.M. Trustee Tucker welcomed Mr. Martin Irvine, mayor of Logan, Ohio, to the meeting.

ROLL CALL

Nancy Vandeman, Board Secretary, called the roll:

Board members present: Chairman Brooks, Trustee Budzik, Trustee Stone, Trustee Taulbee, Trustee Troxel, Trustee Tucker, and Trustee Wells.

Board members absent: Trustee Newlon and Trustee Starner.

Members present constitute quorum: Yes.

APPROVAL OF MINUTES

Trustee Budzik moved, seconded by Trustee Taulbee, to approve the minutes of the January 24, 2012 Regular Meeting of the Board of Trustees.

Voting Yes: Trustees Budzik, Taulbee, Stone, Troxel, Tucker, Wells and Chairman Brooks.

Voting No: None.

CITIZENS' COMMENTS

Chairman Brooks invited public comments. In the interest of keeping the evening schedule as efficient as possible, the Chairman requested that the support bargaining unit select one representative to address the Board. Issues relating to the unit's negotiations, sub-contracting, and fair contract were voiced. In addition, a member of the public was invited to express his concerns. On behalf of the Board, Chairman Brooks thanked the speakers for their comments.

EXECUTIVE SESSION

Trustee Taulbee moved, seconded by Trustee Budzik, that the Board of Trustees enters into Executive Session to prepare for, conduct, or review a collective bargaining strategy; and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

On a roll call vote:

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

Voting No: None.

In addition to the Board of Trustees, Dr. Erickson, Ms. Fetty, Mr. Sanders, Dr. Short, and Attorney Albers were invited to attend.

The Board adjourned into Executive Session at 6:15 P.M.

REGULAR SESSION

Trustee Budzik moved, seconded by Trustee Troxel, to return to the Regular Session at 7:20 P.M. The vote to return was unanimous.

FACILITIES COMMITTEE REPORT

Committee Chair Trustee Budzik introduced the committee's resolution. Prior to the motion to adopt the resolution, Trustee Stone commented that, as a courtesy, the College should inform the City of Nelsonville and its residents of the intent to sell college-owned property.

Trustee Stone moved, seconded by Trustee Wells, the sale of the property valued at approximately \$95,000.00:

Voting Yes: Trustees Stone, Wells, Budzik, Taulbee, Troxel, Tucker, and Chairman Brooks.

Voting No: None.

RESOLUTION 2012-16

WHEREAS, the College owns a variety of property used for both educational and non-educational business purposes;

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the College to place the property at 163 West Washington Street, Nelsonville, Ohio on the market for potential sale.

BUDGET COMMITTEE REPORT

Committee Chair Trustee Troxel deferred to Ms. Fetty for the presentation of the *Explanation of Unaudited Internal Financial Statements – January 31, 2012*. (See Addendum 1.) Ms. Fetty explained the projected \$2.9M budget shortfall and asked Trustee Troxel to read the revised budget resolution. (See supporting budget information in Addendum 2.)

Trustee Budzik moved, seconded by Trustee Taulbee, the adoption of the FY 2012 Revised Budget:

Voting Yes: Trustees Budzik, Taulbee, Stone, Troxel, Tucker, Wells, and Chairman Brooks.

Voting No: None.

RESOLUTION 2012-17

FY 2012 Revised Unrestricted Educational & General Fund Budget

WHEREAS, the Board has previously adopted 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 was charged with monitoring the realization of revenues and the expenditure of funds in accordance with the Board approved budget for FY 2012; and

WHEREAS, the previously adopted budget was to remain in effect for FY 2012 until such time that a budget revision was prepared and approved if warranted; and

WHEREAS, revenues for "Tuition, Fees and Other Student Charges" are expected to fall short of their original projection due to a reduction in enrollment for FY 2012 of sufficient magnitude to warrant a revision of the budget;

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees to adopt the proposed FY 2012 revised budget for the Unrestricted Educational & General (E&G) Fund.

Commenting that the an increase in tuition and fees will take effect autumn term, Ms. Fetty asked Trustee Troxel to read the proposed increase in instructional and general fees resolution.

Trustee Wells moved, seconded by Trustee Budzik, the adoption of the resolution.

Voting Yes: Trustees Wells, Budzik, Stone, Taulbee, Troxel, Tucker, and Chairman Brooks.

Voting No: None.

RESOLUTION 2012-18
FY 2013 Tuition (Instructional and General Fee) Increase

WHEREAS, the College has begun the process of preparing its operating budget for the FY 2013 fiscal year; and

WHEREAS, it is known at this point that the College will begin the year with a reduction in State Share of Instruction (SSI) of approximately \$450,000; and

WHEREAS, SSI and Student Tuition, Fees and Other Student Charges make up 99% of the College's operating budget; and

WHEREAS, FY 2013 is the second year of the State biennial budget under which two-year institutions are imposed a fee cap of \$200 for the fiscal year;

THEREFORE BE IT RESOLVED by the Hocking College Board of Trustees to adopt the proposed tuition (instructional and general fees) schedule under a semester system, resulting in an increase of \$99 per semester/\$198 per academic year, beginning Autumn 2012 semester; and

BE IT FURTHER RESOLVED that the President and Treasurer are authorized to establish a program by program fee rate, and when appropriate, to establish course fees to cover extraordinary costs.

Per Credit	Instructional Fee	General Fee	Total
1	\$ 120.00	\$ 54.75	\$ 174.75
2	\$ 240.00	\$ 109.50	\$ 349.50
3	\$ 360.00	\$ 164.25	\$ 524.25
4	\$ 480.00	\$ 219.00	\$ 699.00
5	\$ 600.00	\$ 273.75	\$ 873.75
6	\$ 720.00	\$ 328.50	\$ 1,048.50
7	\$ 840.00	\$ 383.25	\$ 1,223.25
8	\$ 960.00	\$ 438.00	\$ 1,398.00
9	\$ 1,080.00	\$ 492.75	\$ 1,572.75
10	\$ 1,200.00	\$ 547.50	\$ 1,747.50
11	\$ 1,320.00	\$ 602.25	\$ 1,922.25
12-18	\$ 1,440.00	\$ 655.50	\$ 2,095.50

Out of State Surcharge/ Full-Time; Non-Subsidy-Eligible:\$2,095.50 per semester
 Out of State Surcharge/Part-Time; Non-Subsidy-Eligible: \$174.75 per credit hour

Trustee Troxel presented the final budget committee resolution.
 Trustee Taulbee moved, seconded by Chairman Brooks, the adoption of the proposed increase in additional fees.

Voting Yes: Trustees Taulbee, Brooks, Budzik, Stone, Troxel, Tucker, and Wells.

Voting No: None.

**RESOLUTION 2012-19
 FY 2013 Other Fees**

WHEREAS, the College has begun the process of preparing its operating budget for the FY 2013 fiscal year; and

WHEREAS, the College is moving from a quarter to a semester system and must adjust its rates accordingly; and

WHEREAS, the College is proposing a \$25 increase to its meal plan dollars and a 2.5% increase to its room rates beginning Autumn 2012;

THEREFORE BE IT RESOLVED by the Hocking College Board of Trustees to adopt the following proposed other fees:

Description	FY 2013
Application Fee for Housing	\$ 50.00
Room Deposit (Fall Semester Applicants)	\$ 200.00
Late Fee	\$ 25.00
Assigned Parking (Semester)	\$ 75.00
Regular Parking (Semester)	\$ 53.00
Lost Mail Box Key	\$ 5.00
Improper Checkout	\$ 50.00
Meals (Semester-Mandatory)	\$ 550.00
Fall to Spring Rates	
Hocking Heights: (Per Semester)	
Double	\$ 2,290.00
Triple	\$ 1,875.00
Single	\$ 2,675.00
RSM	\$ 1,970.00
North/Downhour: (Per Semester)	
Double	\$ 2,705.00
RSM	\$ 2,045.00
Summer 2012 Rates	
North/Downhour Halls	
Summer I or II - 4 weeks each	
Double	\$ 450.00
RSM	\$ 337.50
Meals (Mandatory)	\$ 127.50
All Summer - 8 weeks	
Double	\$ 900.00
RSM	\$ 675.00
Meals (Mandatory)	\$ 255.00

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Committee Chair Trustee Tucker reported that the February 8, 2012 *All Employee Learning Day* was dedicated to the discussion of *Quarter to Semester* conversion and the advising process. She also announced that Brad McGrath is involved with the advising and retaining of students as Director of Retention Services.

Trustee Tucker invited Dean Hinton to address the Board regarding the expansion of Logan Campus and additional program offerings beginning autumn semester 2012. Dean Hinton explained the lease of the Rokeith Building already partially occupied by Hocking College, and presented the proposed floor plan, which will house labs and classrooms for industrial ceramics, construction, alternative energy, and related programs. (See Addendum 3.) The College is also exploring public transportation options to assist residence hall students with the necessary commute to the Logan campus.

Dr. Erickson thanked the Leadership team, Dr. Short, Dean Hinton, and faculty for their contributions to the future development of the Logan campus.

PERSONNEL COMMITTEE REPORT

Committee Chair Trustee Taulbee invited Mr. Sanders to address the Board. Mr. Sanders explained that the Higher Learning Commission (HLC) requires the Board to approve a conflict of interest policy prior to the submission of the HLC report due April 1, 2012. Trustee Taulbee followed with the reading of the resolution and moved, seconded by Trustee Tucker, to adopt the policy. (See Addendum 4.)

Voting Yes: Trustees Taulbee, Tucker, Budzik, Stone, Troxel, Wells and Chairman Brooks.

Voting No: None.

RESOLUTION 2012-20 Conflict of Interest Policy

WHEREAS, College staff members are expected to devote their work activities primarily to functions of the College, they may, however, engage in extramural activities provided that such activities do not detract from the performance of their duties and responsibilities to the College, and/or create conflict of interest with their assigned College responsibilities;

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the College to adopt a Conflict of Interest Policy.

PRESIDENT'S REPORT

Dr. Erickson announced the reassignment of admin staff to match the best talent to the challenges facing the College:

- Sue Chiki: Dean of Business
- Neil Hinton: Dean of Engineering and relieved of multiple assignments
- Joe Wakeman: Associate Provost of Curriculum and Instruction and assigned Quarter to Semester conversion
- Linda Deeds: Director of Faculty Development
- Kensey Love: Director of Research, Policy and Planning and assigned Quarter to Semester conversion
- Mike Belcher: Director of Strategy and Management
- Two open positions: VP of Academic and Student Affairs
Director of the Foundation

Dr. Erickson provided an update on the HLC report due April 1, 2012, and advised that Dr. Short had convened a steering committee with campus wide representation to address the three Criterion areas cited in the initial HLC findings.

CHAIRMAN'S REPORT

Chairman Brooks announced that the College is researching the land use of 1,200 acres for possible gas and oil exploration. Both Chairman Brooks and Dr. Erickson emphasized that the Board will continue to participate in and be fully informed of any activity; and reassured the Trustees that the College is not in a hurry to make a decision regarding land use.

OLD BUSINESS

The next board meeting is scheduled for March 27, 2012.

NEW BUSINESS

Trustee Budzik presented a folder of pictures and newspaper articles

(circa 1970) of historical value collected by industrial ceramics instructor, Robert Weedy, and donated to the College by his widow.

ADJOURNMENT

There being no further business, Trustee Budzik moved, seconded by Trustee Taulbee, to adjourn the meeting at 8:00 P.M.


Trustee Brooks, Chairman


Nancy Vandeman, Board Secretary