

## HOCKING COLLEGE BOARD OF TRUSTEES MEETING

Tuesday, July 27, 2010

5:00 P.M.

Inn at Hocking College

### AGENDA

- Call to Order Trustee Geiger
- Roll Call Ms. Nancy Vandeman
- Approval of Minutes: June 22, 2010 Board Meeting Trustee Geiger
- Enrollment Report Mr. Derek Bobo
- Academic Committee Report Trustee Light/  
Dr. Molly Weiland
  - Quarter to Semester Conversion Update
  - Higher Learning Commission Update
  - Comprehensive Program Review
- Budget Committee Report/Action Trustee Willard/  
Ms. Gina Fetty
  - Designated Fiscal Agent: Treasurer
  - Monthly Financial Statement
- Personnel Committee Report Trustee Cardaras/  
Dr. Myriah Short  
Trustee Cardaras/  
Dr. Molly Weiland
  - Health Insurance Broker Decision
  - Hiring Freeze Exemption Language
- President's Report Dr. Ron Erickson
  - Community Advisory Panels (CAPs):
    - 1) One Hocking
    - 2) Energy Board
    - 3) Workforce Development
    - 4) K-12 (Caucus Schools)
    - 5) Chambers of Commerce/EDC
  - Skills USA Presentation Ms. Amy Roe
  - Ohio Youth Fire & EMS Training Academy Dean Calvin Price
- Chairman's Report Trustee Geiger
- Executive Session
- Old Business
- New Business
- Adjournment Trustee Geiger

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**July 27, 2010**

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The regular meeting of the Hocking College Board of Trustees was held Tuesday, July 27, 2010, at the Inn at Hocking College, Nelsonville, OH.

Administrators attending: Dr. Ron Erickson, President; Dr. J. William Hill, Senior Vice President; Neil Hinton, Dean, School of Engineering and Technology; Dr. Jerry Hutton, Dean, Hocking Energy Institute; Dr. Sally Lozada, Assistant to the Provost; Ken Bowald, Asst. Dean, School of Natural Resources; Calvin Price, Dean, School of Public Safety Services; Tom Lambrecht, Dean, McClenaghan Institute for Hospitality Training; Sue Chiki, Dean, School of Business and Information; Chuck Taylor, Dean, Perry Campus; Judy Sinnott, Director of College and Community Relations; Dr. Myriah Short, Interim Vice President of Administrative Services; Joe Wakeman, Director of Sustainability; Dr. Molly Weiland, Vice President of Academic and Student Affairs; Gina Fetty, Vice President of Financial Services.

Additional attendees: Members of faculty and staff; members of the media; Ms. Rebecca Albers, Office of the Attorney General, Section Chief, Education Section; and Attorney Gary Batke, Special Counsel for Collective Bargaining.

**CALL TO ORDER**

Dr. Alan Geiger, Chairman, called the meeting to order at 5:00 P.M.

**ROLL CALL**

Nancy Vandeman, Board Recording Secretary, called the roll:

Board members present: Dr. Alan Geiger, Mr. Van Cardaras, Mrs. Patricia Light, Mr. Joe Murtha, Mr. Frank Newlon, and Mr. Larry Willard.

Board members absent: Mrs. Tonya Sherburne and Mr. Gary Starner

Members present constitute quorum: Yes

**APPROVAL OF MINUTES**

Trustee Light moved, seconded by Trustee Cardaras, the approval of the Minutes of the June 22, 2010 Board of Trustees meeting.

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

## **ENROLLMENT REPORT**

Mr. Derek Bobo, Chief Information Officer, presented the Enrollment Report, (Addendum 1). As of July 26, 2010, the Total Headcount for Summer 2010 was 3,069; figures for Same Day Comparison for Summer 2009 are up 5.32%.

## **ACADEMIC COMMITTEE REPORT:**

Sub-Committee Chair, Trustee Light, introduced Dr. Molly Weiland, who provided the following updates using a PowerPoint presentation, (Addendum 2.):

### **Quarter to Semester Conversion Update**

Dr. Weiland reported that a large group of faculty and staff are involved in the conversion process and are working on schedule according to the *Draft Timeline* distributed to the Trustees, (Addendum 3). Dr. Weiland explained the duties assigned to each of the six *Sub-committees* (Addendum 4), and concluded with the *Curriculum Review* process (Addendum 5), developed according to state guidelines.

### **Higher Learning Commission Update**

Dr. Weiland reported that the committees continue to meet regularly and are on target with their timeline. The committees will be hosting forums to discuss the HLC criteria and gather feedback from employees, students, and members of the community.

### **Comprehensive Program Review**

Dr. Weiland reported that *The Comprehensive Program Assessment/Analysis* draft (Addendum 5) is being used as a tool to assist the college in the alignment of practices with our mission, vision, and values, as well as, the HLC self-study.

## **BUDGET COMMITTEE REPORT/ACTION:**

### **Designated Fiscal Agent**

Sub-Committee Chair, Trustee Willard advised that the Board of Trustees needs to appoint a new treasurer to replace Dr. Bill Hill, who has tendered his resignation. Trustee Geiger formally recognized Dr. Hill and expressed appreciation on behalf of the college for his 30 years of service as Board Treasurer. The Board then recommended the appointment of Ms. Gina Fetty,

VP of Financial Services, to replace Dr. Hill.

Trustee Willard motioned, seconded by Trustee Newlon, the appointment of Ms. Fetty as Board Treasurer.

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

Trustee Willard invited Ms. Fetty to report the following updates:

1) Since the Board has previously approved a FY2010 continuation budget; a monthly financial statement will not be presented.

2) After reviewing potential candidates, Ms. Fetty recommends the firm of Millhuff-Stang, CPA, Inc., of Portsmouth, OH to serve as auditors to the college.

Trustee Willard motioned, seconded by Trust Murtha, to secure the firm of Millhuff-Stang, CPA, Inc. as auditor to the college.

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

3) Ms. Fetty announced that the next meeting of the Budget Sub-Committee is scheduled for Thursday, August 19, 2010 at 9:00 A.M.

## **PERSONNEL COMMITTEE REPORT:**

### **Health Insurance Broker Decision**

Trustee Cardaras and Sub-Committee Liaison, Dr. Myriah Short, introduced Ms. Suzanne Durst, Assistant Director of Human Resources, who presented an overview of the broker selection process, (Addendum 7). Ms. Durst explained that three finalists were invited to campus to interview with the Benefits Advisory Committee (comprised of staff and representatives from both the Professional and Support Bargaining units). Topics of discussion included employee educational resources and services available; cost management; HR compliance; customer service; and etc. Following an in depth discussion and evaluation of each brokerage firm, the committee unanimously selected NEEBCo, New England Employee Benefits Company, of New Hampshire. NEEBCo will contact their insurance carriers for quotes pending formal Board approval. The broker has agreed to a 1.5% brokerage fee.

Trustee Cardaras motioned, seconded by Trustee Light, the approval of NEEBCo, as the provider of health insurance benefits to Hocking College employees.

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

### **Hiring Freeze Exemption Language**

Trustee Cardaras presented revised language clarifying the parameters of the hiring freeze.

Trustee Cardaras motioned, seconded by Trustee Willard, revised language exempting "faculty positions that are driven by increased student enrollment" to be exempt from the hiring freeze.

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

## **PRESIDENT'S REPORT:**

### **Community Advisory Panels (CAPs)**

Dr. Erickson explained his new community outreach program called CAPs, (Community Advisory Panels), which he plans to launch during his second year as president, (Addendum 8). CAPs will be comprised of five committees and will meet on an annual or semi-annual basis: 1) *One Hocking/Diversity*; 2) *Energy Board*; 3) *Workforce Development*; 4) *K-12 (Caucus schools)*; and 5) *Chamber of Commerce/EDC*. Dr. Erickson envisions the committees functioning as "think tanks," and advising Cabinet, the Board of Trustees, and the President on issues regarding program development, jobs, and the economy. He will be seeking six - eight interested individuals to serve on each committee.

### **Skills USA Presentation**

Ms. Amy Roe, Admissions Recruiter and Skills USA Advisor, was invited to share slides of the *Skills USA Summer Leadership Conference* held in July. Hocking College has hosted the conference for the past five years. Approximately 300 students and advisors attended a fun-filled week of competition and community service projects. Ms. Roe emphasized the importance of the program as a marketing/recruiting tool. Dr. Erickson thanked

Ms. Roe for her assistance in providing *Skills USA* leadership at the college and has pledged his support in helping to expand its presence on campus.

### **Ohio Youth Fire & EMS Training Academy**

Mr. Calvin Price, Dean of the School of Public Safety Services, was invited to share slides of the *2010 Ohio Youth Fire and EMS Training Academy* hosted by the college for the past seven years, (Addendum 9). The program, sponsored by the Ohio State Firefighters Association's Youth Program Committee, provides a unique training experience for youth ages 14 – 18 years old interested in pursuing a career as a Firefighter or Emergency Medical Technician. Dean Price publically thanked Hocking College instructor, Mr. Larry Hatem, for directing the week's activities. Dean Price also pointed out that the program serves as an important recruiting tool for the School of Public Safety Services.

### **CHAIRMAN'S REPORT:**

No report presented.

### **EXECUTIVE SESSION:**

(The following discussion reported by the Chairman Geiger):

Trustee Cardaras moved, seconded by Trustee Willard, that the Board of Trustees adjourn into Executive Session for continued preparation for and review of the current collective bargaining strategy; to discuss pending litigation; and the consideration of the employment of a public official. Time of the motion was 5:57 P.M. On a roll call vote:

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

Individuals asked to participate in all, or a portion of the Executive Session, were: President Ron Erickson; Attorney Rebecca Albers/Attorney General's Office; Special Counsel Gary Batke; Ms. Karen Doty and Mr. Charles See/Ohio Board of Regents; and College Staff: Dr Weiland, Dr. Short, and Ms. Fetty.

Preparation for Collective Bargaining:

President Erickson and Attorney Batke summarized the status of current negotiations and discussed next possible steps in the process. Ms. Fetty provided background financial information to be utilized in the bargaining

process. It was noted the Professional Union has asked for mediation under provisions of the contract, and that is to begin late August.

Pending Court Action:

Chairman Geiger reported he has remained in contact with Mr. Todd Marti of the Attorney General's Office regarding the public records suit.

Employment of a Public Official:

Trustees and President Erickson continued the discussion of the development of a clearer working relationship and how best to accomplish that end. After some discussion, the mutual feeling was that the next step would be to hold a meeting mid-August of the Executive Committee and President Erickson to continue work on the matter.

On a motion by Trustee Light, seconded by Trustee Willard, on a roll call vote to return to Regular Session:

Voting Yes: Trustee Geiger, Trustee Cardaras, Trustee Light, Trustee Murtha, Trustee Newlon, and Trustee Willard.

Voting No: None.

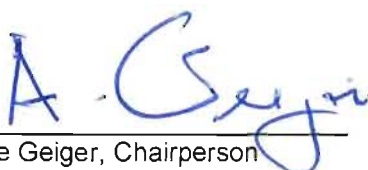
The Executive Session concluded at 7:55 P.M.

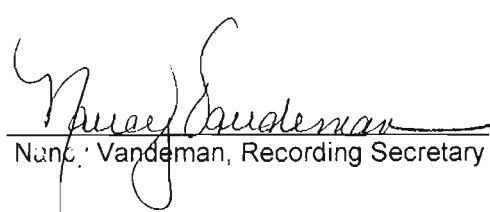
**REGULAR SESSION:**

Chairman Geiger welcomed attendees to the Regular Session.

**ADJOURNMENT:**

There being no further business, Chairman Geiger adjourned the meeting at 8:05 P.M.

  
Trustee Geiger, Chairperson

  
Nancy Vandeman, Recording Secretary