



## HOCKING COLLEGE BOARD OF TRUSTEES MEETING

Tuesday, June 22, 2010

5:00 P.M.

Inn at Hocking College

### AGENDA

- Call to Order Trustee Geiger
- Roll Call Ms. Vandeman
- Approval of Minutes: May 25, 2010 Board Meeting Trustee Geiger
- Facilities Committee Report Trustee Murtha
  - Energy Institute Housing Proposals
- Budget Committee Report/Action Trustee Willard/  
Ms. Gina Fetty
  - FY 2011 Unrestricted Educational & Gen. Budget
  - Establishment of a Quasi-Endowment
  - Selection Process for External Auditors
  - Monthly Financial Statement
- Chairman's Report Trustee Geiger
  - Review of the Board Bylaws
- President's Report Dr. Ron Erickson
  - Report from OACC Spring Conference
- Executive Session
- Old Business
- New Business
- Meetings and Dates Trustee Geiger
- Adjournment Trustee Geiger

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**June 22, 2010**

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The regular meeting of the Hocking College Board of Trustees was held Tuesday, June 22, 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; Larry Coon, Dean of School of Natural Resources; Calvin Price, Dean of School of Public Safety Services; Tom Lambrecht, Dean of McClenaghan Institute for Hospitality Training; Sue Chiki, Dean of School of Business and Information; Chuck Taylor, Dean, Perry Campus; Judy Sinnott, Director, College and Community Relations; Joe Wakeman, Director of Sustainability; Dr. Molly Weiland, Vice President of Academic and Student Affairs; Gina Fetty, Vice President for Financial Services;

Additional attendees: Members of faculty and staff; members of the media; Ms. Cheryl R. Hacker, Principal Assistant, Office of the Attorney General, Education Section; 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. and thanked all in attendance for their support.

**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, Mr. Gary Starnier, Mrs. Tonya Sherburne, and Mr. Larry Willard.

Board members absent: None

Members present constitute quorum: Yes

**APPROVAL OF MINUTES**

Trustee Cardaras moved, seconded by Murtha, the approval of the Minutes of the May 25, 2010 Board of Trustees meeting.

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

Voting No: None.

## **FACILITIES COMMITTEE REPORT**

Committee Chair, Trustee Murtha reported that the Facilities Sub-Committee and other college administrators attended the Hocking College Energy Institute housing proposal presentations on June 11, 2010 at the Logan campus. According to Trustee Murtha, more information is required before the committee will make any final housing recommendations.

## **BUDGET COMMITTEE REPORT:**

### **FY 2011 Unrestricted Educational and General Budget**

Committee Chair, Trustee Willard reported that that it will be necessary for the college to operate under a continuation of the FY 2010 Revised Budget until final figures are available. (Refer to Addendum 1, *Hocking College Unrestricted Education and General Budget, FY 2011*.) Outstanding issues impacting the finalization of the budget include student enrollment and resulting SSI (State Share of Instruction) for FY2011, staff movement/payroll, and health care costs.

Trustee Willard motioned, seconded by Trustee Newlon approval of a continuation budget.

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

Voting No: None.

### **Establishment of a Quasi-Endowment**

Trustee Willard briefly explained the history of the Endowment Challenge Grant received in 1986, and reported that, following the required twenty-year investment period, the fund balance of approximately \$3,000,000 is available to the college. The Budget Sub-Committee recommends that a quasi-endowment fund be created to retain the monies as an endowment. (Refer to Addendum 2.)

Trustee Willard motioned, seconded by Trustee Newlon, the approval of the establishment of a quasi-endowment.

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

Voting No: None.

## **RESOLUTION 2010-10**

**THEREFORE BE IT RESOLVED**, by the Hocking College Board of Trustees, that it authorizes the establishment of a quasi-endowment in the amount of \$3,000,000 to assist in strengthening our capability to meet financial goals for the College.

### **Selection Process for External Auditors**

Trustee Willard reported that the Auditor of State's Office (AOS) will no longer be performing our audit. Instead, the AOS will contract with an independent public accountant firm (IPA) to perform the audit. The college will be required to enter into a competitive bidding process and issue a request for proposal (RFP). From the firms responding to our RFP, the College will review and rate the proposals, and submit the list for final selection by the AOS Chief Auditor and IPA Audit Administration.

### **Monthly Financial Statement**

(The statement was mailed to the board members for their information, refer to Addendum 3).

### **Hiring Freeze Policy**

Trustee Willard reported that the Board of Trustees has requested the Human Resources Department and the Fiscal Department to compile a college-wide list of personnel and their salary by department. Due to impending budget concerns, both the Personnel and Finance Sub-Committees have recommend a hiring freeze for all faculty and staff, with an exception to the hiring of temporary/casual employees. Until the freeze is lifted, the President will be required to submit an explanation justifying the need for filling a position to both sub-committees for their review with final approval by the full board.

Trustee Willard motioned, seconded by Joe Murtha, that the hiring freeze and review policy be approved.

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

Voting No: None.

**Adoption of the Restatement of the Alternative Retirement Plan**

Ms. Gina Fetty explained the need to adopt the restatement of the alternative retirement plan document to conform with the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA), other laws, regulations, and administrative authority.

Trustee Willard motioned, seconded by Trustee Cardaras, the adoption of the amended and restatement of the Alternative Retirement Plan (ARP) document and interim amendments to the ARP.

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

Voting No: None

**RESOLUTION 2010-11**

**A RESOLUTION PERTAINING TO THE RESTATEMENT OF THE ALTERNATIVE RETIREMENT PLAN DOCUMENT TO CONFORM WITH THE ECONOMIC GROWTH AND TAX RELIEF RECONCILIATION ACT OF 2001, OTHER APPLICABLE LAWS, REGULATIONS AND ADMINISTRATIVE AUTHORITY**

Synopsis: Authorization to adopt the proposed restatement of the Hocking Technical College's ("College") Chapter 3305 Alternative Retirement Plan, that was submitted to the Internal Revenue Service ("IRS") on April 27, 2010 for a new IRS determination letter, and any necessary Plan amendment to conform to the requirements of: Internal Revenue Code of 1986 ("Code"), as amended; the Economic Growth and Tax Relief Reconciliation Act of 2001 ("EGTRRA"); other applicable laws, interim and discretionary amendment regulations, other applicable Code regulations, and administrative authority is proposed.

WHEREAS, the Board of Trustees ("Trustees") originally adopted the Hocking Technical College Chapter 3305 Alternative Retirement Plan ("the Plan"), effective March 31, 1999; and

WHEREAS, the College has the ability to amend and restate the Plan from time to time; and

WHEREAS, the College has amended and restated the Plan document in its entirety for compliance with the Code, EGTRRA, other applicable laws, regulations, and administrative authority; and

WHEREAS, the College has submitted the restated Plan in proposed form to the IRS for a favorable determination letter that the Plan continues to meet the qualification requirements of Section 401 et. seq. of the Code; and

WHEREAS, the College now desires to formally adopt the proposed restated Plan document; and

WHEREAS, the College has operated the Plan in accordance with certain provisions of the Ohio Revised Code ("ORC") and any other necessary interim amendments; and

WHEREAS, the College desires to adopt the amendment to the Plan to comply with certain changes under the ORC (the "Ohio Amendment") and any other necessary interim amendments, and submit the amendments to the IRS.

**THEREFORE, BE IT RESOLVED**, by the Hocking College Board of Trustees:

**Section 1. Ohio Amendment and Plan Restatement.** The Ohio Amendment, any other necessary interim amendments, and the Plan Restatement are effective as stated therein.

**Section 2. Execution.** The Administration is hereby authorized to execute the Ohio Amendment, any other necessary interim amendments, and the Plan Restatement and any other instruments, documents, or conveyances necessary to effectuate the Ohio Amendment, any other necessary interim amendments, and the Plan Restatement and to submit the amendments to the IRS.

**Section 3. Conforming Changes.** The Administration in carrying out this Resolution, is hereby authorized and empowered to make any necessary changes to the Ohio Amendment, any other necessary interim amendments, and the Plan Restatement as may be required to ensure compliance with the applicable and effective provisions of the Code and the ORC, and any related rules and regulations, currently in effect or as hereinafter amended, and to take such further action as may be necessary or available to implement this Resolution without further ratification or action by the Trustees.

**Section 4. Open Meetings.** The Trustees find and determine that all formal actions of the Trustees relating to the enactment of this Resolution were taken in an open meeting of the Trustees, and that all deliberations of the Trustees and of any of its committees that resulted in those formal actions were

in meetings open to the public in compliance with all legal requirements, including ORC Section 121.22.

## **CHAIRMAN'S REPORT:**

### **Review of the Board Bylaws**

Trustee Geiger explained to members of the Board that the Bylaws dated June 24, 2008 were subsequently reviewed and amended by counsel. The current revised Bylaws were adopted December 16, 2008. (Refer to Addendum 4, copy of the Board of Trustees Bylaws.)

## **PRESIDENT'S REPORT:**

Dr. Erickson invited Mr. Joe Wakeman, Director of Sustainability, to address the Board. Joe announced that Hocking College had been awarded the *American Recovery and Reinvestment Act Energy Efficiency and Conservation Block Grant* totaling \$444,777 to upgrade the HVAC system and install lighting control systems. He also thanked Dr. Erickson for establishing a Department of Sustainability on campus.

On behalf of his wife, Dr. Erickson thanked the members of the Board and college staff for their expressions of support and condolences at the passing of his mother.

Dr. Erickson thanked the audience for attending this particular Board of Trustees meeting, which truly exemplified their love for the college and the students. Dr. Erickson briefly announced an upcoming leadership team meeting to be held in Davidson Hall and mentioned the importance of strengthening the college Foundation to address important issues such as property liquidations, student scholarships, and alumni.

Dr. Erickson stated that as both President and Chief Executive Officer of the college, he currently stands in disagreement with the Board of Trustees, but anticipates working together to establish common goals. Dr. Erickson also reiterated his commitment to defining roles and establishing modern board governance. He then invited the audience to remain outside during the Executive Session.

## **EXECUTIVE SESSION:**

(The following discussion reported by the Chairman Geiger):

Trustee Murtha moved, seconded by Trustee Sherburne, that the Board of Trustees adjourn into Executive Session to prepare for and review collective bargaining strategy, to discuss a pending court action, and to consider the

employment of a public employee. Time of the motion was 5:22 P.M. On a roll call vote:

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

Voting No: None.

To prepare for and review collective bargaining strategy:

Legal Counsel Mr. Gary Batke updated those present (Trustees, Dr. Erickson, Ms. Albers, and Ms. Hacker) on the status of the collective bargaining sessions.

To discuss a pending court action:

Counselor Albers reported to those present (Trustees, Dr. Erickson, and Ms. Hacker), on behalf of the Attorney General's Office, the status of the public records suit.

To consider the employment of a public employee:

Trustees, on the advice of Ms. Hacker, reviewed issues regarding the employment of Dr. Erickson. Those attending were: Trustees, Ms. Albers, and Dr. Erickson for a portion of the meeting.

At 7:59 PM, Trustee Willard moved to return to Regular Session with a second by Trustee Starner.

On a roll call vote:

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

Voting No: None.

#### **REGULAR SESSION:**

Chairman Geiger thanked those in attendance for waiting and concluded the meeting with an assurance that both the Board and the President will work together to move the college forward.



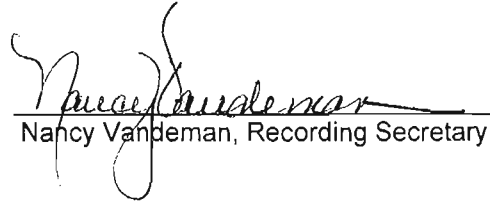
**ADJOURNMENT:**

There being no further business, Chairman Geiger adjourned the meeting at 8:02 P.M.



A. Geiger

Trustee Geiger, Chairperson



Nancy Vandeman

Nancy Vandeman, Recording Secretary