



## HOCKING COLLEGE BOARD OF TRUSTEES MEETING

Tuesday, March 22, 2011  
5:00 P.M.  
Perry Campus, New Lexington

### AGENDA

- Call to Order Chairman Murtha
- Administer Oath of Office to New Trustee Chairman Murtha
- Roll Call Trustee Sherburne
- Approval of Minutes: Chairman Murtha
  - February 22, 2011 Regular Meeting
- Enrollment Report Mr. Bobo
- Academic and Student Affairs Committee Report Trustee Light/Dr. Weiland
- Budget Committee Report/Action Trustee Willard/Ms. Fetty
  - Approve Room, Board, and Tuition Increase for FY 2012
- Facilities Committee Report Trustee Starner/Dr. Short
- Personnel Committee Report Trustee Cardaras/  
Mr. Sanders
- President's Report Dr. Erickson
- Chairman's Report Chairman Murtha
- Executive Session Chairman Murtha
- Old Business Chairman Murtha
- New Business Chairman Murtha
  - Date of Next Meeting: April 26, 2011/Inn at Hocking College
- Adjournment Chairman Murtha

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**March 22, 2011**

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The Regular meeting of the Hocking College Board of Trustees was held Tuesday, March 22, 2011, at Perry Campus, New Lexington, OH.

Administrators attending: Dr. Molly Weiland, Provost; Gina Fetty, Vice President of Financial Services; Dr. Myriah Short, Interim Vice President of Administrative Services; Sue Chiki, Associate Provost; Larry Coon, Dean, School of Natural Resources; Chuck Taylor, Dean, Perry Campus; Al Matthews, HC Chief of Police; and John Sanders, Director of Human Resources.

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

**CALL TO ORDER**

Chairman Murtha called the meeting to order at 5:00 P.M.

**ROLL CALL**

Trustee Sherburne, Secretary, called the roll:

Board members present: Trustee Brooks, Trustee Cardaras, Trustee Geiger, Trustee Light, Chairman Murtha, Trustee Newlon, Trustee Sherburne, Trustee Starner, and Trustee Willard.

Board members absent: None

Members present constitute quorum: Yes.

**OATH OF OFFICE**

Chairman Murtha welcomed the new governor appointed Trustee, Mike Brooks, to replace Trustee Steve Swart; his term of service is February 24, 2011 to August 26, 2011. Chairman Murtha administered the following oath office to Trustee Brooks:

Do you assume the office as a Trustee of Hocking College and solemnly affirm:

- That you understand your authority exists only when acting collectively with your fellow board members, and that your authority is derived from, and obliged to serve, the interests of the entire community;

- That you will exemplify ethical behavior and conduct that is above reproach;
- That you will engage in an ongoing process of in-service education and continuous improvement;
- That you will be prepared to participate in open, honest, and civil deliberation with your colleagues, vote your conscience rather than to advance any special interest, and support the decision and policy we make; and
- That you will honor the division of responsibility between the Board and the President, and contribute to creating a spirit of true cooperation and a mutually supportive relationship, in support of our community.

### **APPROVAL OF MINUTES**

Trustee Light moved, seconded by Trustee Geiger, to approve the minutes of the February 22, 2011 Regular meeting of the Board of Trustees.

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

Voting No: None.

Abstain: Trustee Brooks, Chairman Murtha, and Trustee Willard.

### **ENROLLMENT REPORT**

In the absence of Mr. Bobo, CIO, President Erickson reported that the headcount, as of March 22, 2011 for Spring Quarter 2011, is 4,770; up approximately 21% over the Same Day Headcount for Spring Quarter 2010, (Addendum 1.)

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT**

Committee Chair, Trustee Light, deferred to Dr. Weiland for presentation of this month's report. Following a review by the Personnel Committee, Dr. Weiland explained the hiring request for the following two staff positions:

- 1) An Archaeology lab manager/instructor position to coordinate and manage the recent Ohio Department of Natural Resources contract and expansion of the archaeology program. The position will be self-funded through revenue generated from the contract.

Trustee Cardaras moved, seconded by Trustee Willard, to approve the hiring of the lab manager/instructor position.

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

Voting No: None.

- 2) A two-year academic scheduler position to assist with the increase in the volume of data input and payroll; funded using discretionary funds.

Trustee Cardaras moved, seconded by Trustee Geiger, to approve the hiring of the academic scheduler position.

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

Voting No: None.

Dr. Weiland announced several grant-funded opportunities the College was pursuing as identified in the handout titled, *Grant-fund Initiatives* (Addendum 2). Trustee Light then asked for a brief explanation of “live-sim.” Associate Provost, Ms. Chiki, explained “live-sim” as the trial run of student data through the entire Quarter to Semester (Q2S) Datatel conversion process, which includes housing, financial aid, and academics. Ms. Chiki was pleased to report that no glitches had been detected. Dr. Weiland concluded the committee report with a statement that the Deans continue to work on Q2S program reviews.

## **BUDGET COMMITTEE REPORT**

Committee Chair, Trustee Willard, acknowledged Ms. Fetty continuing assistance in providing monthly narratives of budget fluctuations (Addendum 3). Ms. Fetty briefly presented an overview of the month’s activity as provided in the *SNA* and *SRECNA* financial statements handouts, (Addendum 4). She reported on the \$1.7 million debt reduction on the McClenaghan Center for Hospitality Training and Energy Institute using recently released capital funds. Also reported was the anticipated debt payoff of the Inn at Hocking College by 2013 to avoid refinancing.

Trustee Willard and Ms. Fetty presented the following items of information:

- 1) The proposed fiscal policy titled, *Carry-forward of Unrestricted Educational and General (E & G) Funds*, (Addendum 5), which would allow department budget managers to submit a report requesting the carry-forward of year-end funds for non-personnel needs into the next fiscal year.
- 2) The establishment of the *Budget Advisory Council*, which will meet bi-monthly to advise the President and the College on budget issues.

The council is comprised of faculty, non-faculty staff, and student representatives.

- 3) The anticipated \$2.1 million decrease in the state budget has already been offset by a reduction in the College budget of approximately \$1 million. However, additional cuts to the College budget have yet to be finalized in order to accommodate the remaining \$1.1 million. More information will be forth coming.

In view of the state budget cuts and "Early Bird" student registration, Trustee Willard introduced the Budget Committee's recommendation for a tuition rate hike of up to 3.5% beginning with Summer Quarter 2011, (Addendum 6).

Trustee Willard moved, seconded by Trustee Newlon, the approval of the tuition increase up to 3.5% beginning Summer Quarter 2011.

Discussion followed, and Attorney Albers expressed concern regarding the legality of the tuition increase and advised that the issue be addressed first in the Executive Session.

Therefore, Trustee Willard moved, seconded by Trustee Geiger that the motion be tabled pending further discussion in the Executive Session.

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

Voting No: None.

Following a discussion, an increase in rates up to 3.5% for on-campus residence housing costs was recommended.

Trustee Willard moved, seconded by Trustee Newlon, the approval of the increase in residence hall rates.

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

Voting No: None.

## RESOLUTION 2011-08

**BE IT RESOLVED** by the Hocking College Board of Trustees that the other fees schedule beginning with Summer Quarter 2011 will be as follows:

<b>Description</b>	<b>FY10-11</b>	<b>FY11-12</b>
Application Fee (Per Year)	\$ 50.00	\$ 50.00
Room Deposit (Fall or Winter Applicants)	\$200.00	\$200.00
Assigned Parking (Quarterly)	\$ 50.00	\$ 50.00
Regular Parking (Quarterly)	\$ 35.00	\$ 35.00
Lost Mail Box Key (Quarterly)	\$ 5.00	\$ 5.00
Improper Checkout (Quarterly)	\$ 50.00	\$ 50.00
14-18 Weeks Program (Pro-rated for Additional Weeks)	Varies	Varies
 <b>Fall to Spring Rates</b>		
<b>Hocking Heights (Per Quarter):</b>		
Double	\$1,445.00	\$1,490.00
Triple	\$1,185.00	\$1,220.00
Single	\$1,690.00	\$1,740.00
RSM	\$1,240.00	\$1,280.00
 <b>North and Downhour Halls (Per Quarter):</b>		
Double	\$1,710.00	\$1,760.00
RSM	\$1,290.00	\$1,330.00
 <b>Summer Quarter Rates (70% of Regular Rates)</b>		
<b>North and Downhour Halls:</b>		
Summer I or II—Double	\$600.00	\$620.00
RSM	\$455.00	\$470.00
 All Summer—Double	 \$1,200.00	 \$1,235.00
All Summer—RSM	\$ 905.00	\$ 930.00
 <b>Meal Plan (Mandatory)</b>	 \$350.00	 \$350.00

## FACILITIES COMMITTEE REPORT

Committee Chair, Trustee Starner, summarized the previous month's Board approved sale of The *National Ceramic Museum and Heritage Center* in Crooksville, Ohio. As a result of this action, the Office of the Ohio Attorney General has prepared, in draft form, a purchase agreement.

Trustee Starner moved, seconded by Trustee Light, the adoption of the following resolution.

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

Voting No: None.

### RESOLUTION 2011-09

**WHEREAS**, the Hocking College Board of Trustees desires to dispose of the National Ceramic Museum and Heritage Center property,

**THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees** that the Real Estate Purchase Agreement drafted by the Office of the Ohio Attorney General be adopted.

Trustee Starner deferred to Dr. Short to present the highlights of the facility master planning stages, as outlined in the *FY2011-2016 Capital Plan Executive Summary and Capital Plan FY 2011-2016, (Addendum 7)*. Dr. Short acknowledged Mr. Ron Mash, Director of Buildings and Grounds, for his invaluable assistance in compiling the data, and briefly addressed the following topics:

- 1) The debt retirement of the Energy Institute as soon as possible to avoid refinancing.
- 2) The design of the south entrance contingent upon completion of the Nelsonville Bypass.
- 3) A review of the major renovations, as outlined in the Whitestone Research reports, and deferred maintenance projects.
- 4) The \$1 million renovation of the existing Equestrian Educational facility.
- 5) The combined Land Management and Maintenance Center facility.

Dr. Short advised that she will be engaged in further discussions with the Ohio Board of Regents and anticipates possible modifications to the College's proposal.

Trustee Starner moved, seconded by Trustee Brooks, the adoption of the following resolution.

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

Voting No: None.

### **Resolution 2011-10**

**WHEREAS**, the Ohio Board of Regents and Office of Budget and Management have requested additional details about campus capital plans for the FY 2011-2016 period,

**THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees** that the revised FY 2011-2016 Capital Plan be adopted.

### **PERSONNEL COMMITTEE REPORT**

Committee Chair Trustee Cardaras reported that the committee's activity was presented earlier in the meeting.

### **PRESIDENT'S REPORT**

Dr. Erickson thanked Dean Chuck Taylor for hosting the Board of Trustees meeting this evening at Perry Campus.

He continued his report with the presentation of the *Hocking College Strategic Plan/Goal Areas and Initiatives* alignment with the *Accountability Plans* listing the *USO Strategic Plan* and *Success Points*, (Addendum 8). Dr. Erickson stated that The *Strategic Plan* document was previously presented to the Board. However, Dr. Erickson and Dr. Weiland have created a user-friendly grid, prioritized by importance, then cost; and Dr. Weiland has refined the initiatives based upon her continuing work with the Higher Learning Commission (HLC) Criteria. Dr. Erickson commented that the initial stages of the *Strategic Plan* involve planning efforts, and costs at this point are relatively low.

Dr. Erickson also reported his recent discussion with former Chancellor Fingerhut regarding the challenges community colleges face in attempting to meet the *Success Points* within the imposed timeframe. He will address the issues once again with the new administration's Chancellor Petro.



Following the President's report, Trustee Geiger moved, seconded by Trustee Light, to accept the Strategic Plan initiatives as presented.

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

Voting No: None.

### **CHAIRMAN'S REPORT**

No report presented.

### **EXECUTIVE SESSION:**

Trustee Willard moved, seconded by Trustee Geiger, that the Board of Trustees enter into Executive Session to discuss matters that are otherwise protected under State or Federal law, and to consider the employment of a public employee.

On a roll call vote:

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

Voting No: None

In addition to the Board of Trustees, the following were requested to attend all, or a portion of, the Executive Session: President Ron Erickson; Vice-President Gina Fetty; Vice-President Molly Weiland; Interim Vice-President Myriah Short; Police Chief Al Matthews; HR Director John Sanders; and Legal Counsel, Rebecca Albers.

The Board adjourned into Executive Session at 6:00 P.M. (The Minutes will reflect that Trustee Sherburne left the Executive Session prior to the return to the Regular Session.)

### **REGULAR SESSION**

Trustee Starner moved, seconded by Trustee Geiger, to return to Regular Session.

On a roll call vote:

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

Voting No: None.

The Executive Session concluded at 6:45 P.M.

## **OLD BUSINESS**

Trustee Willard moved, seconded by Trustee Newlon, to withdraw the tabled motion, which would approve an increase in tuition by 3.5%.

Voting Yes: Trustees Willard, Newlon, Brooks, Cardaras, Geiger, Light, Murtha, and Starner.

Voting No: None.

## **NEW BUSINESS**

Due to the cancelation of the Board Retreat scheduled for last February, President Erickson announced preparations for a Special Meeting of the Board of Trustees for Thursday, April 14, 2011 at 5:00P.M. at the Inn at Hocking College to address the results of the academic programs review, personnel reduction related to those decisions, and the FY 2012 budget.

Trustee Light moved, seconded by Trustee Cardaras, to approve the meeting. Discussion followed that resulted in the change of the meeting time to 9:00 A.M. Therefore, Trustee Light moved, seconded by Trustee Brooks, to approve the Special Board Meeting for April 14, 2011 at 9:00 A.M. at the Inn at Hocking College.

Voting Yes: Trustees Light, Brooks, Cardaras, Geiger, Murtha, Newlon, Starner and Willard.

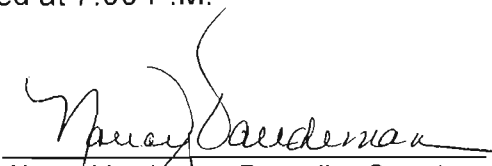
Voting No: None.

On behalf of the entire Board of Trustees, Chairman Murtha thanked Dean Taylor and his staff for hosting tonight's meeting, and announced that the next regular Board meeting is scheduled for Tuesday, April 26, 2011 at 5:00 P.M. at the Inn at Hocking College.

## **ADJOURNMENT**

There being no further business, Trustee Starner moved, seconded by Trustee Cardaras, that the meeting be adjourned at 7:00 P.M.

  
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Trustee Murtha, Chairman

  
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Nancy Vandeman, Recording Secretary