



**HOCKING COLLEGE
BOARD OF TRUSTEES MEETING**

Tuesday, December 10, 2013

5:00 PM

**Oakley 305 – Hocking College Main Campus
Regular Meeting**

- **Call to Order** Chairman Taulbee
- **Roll Call** Mrs. McDonald
- **Administer Oath of Office to New Trustee** Chairman Taulbee
- **Approval of Minutes*** Chairman Taulbee
 - October 22, 2013 Regular Meeting
- **Executive Session** Chairman Taulbee
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
- **Facilities Committee Report** Trustee Budzik/Dr. Davis
- **Personnel Committee Report*** Chairman Taulbee
 - Resolution: Amendment to Bylaws regarding regular meeting schedule
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Bridges
- **Foundation Report** Ms. Villavicencio
- **Chairman's Report** Chairman Taulbee
- **President's Report** Dr. Erickson
- **Old Business** Chairman Taulbee
- **New Business** Chairman Taulbee
 - Next Meeting: TBA
- **Adjournment** Chairman Taulbee

*Board Action Required

December 10, 2013

The Regular Meeting of the Hocking College Board of Trustees was held Tuesday, December 10, 2013, at Oakley Hall Room 305, on the Hocking College Main Campus, Nelsonville, Ohio.

Administrators attending: Dr. Ron Erickson, President; Dr. Carl Bridges, Vice President of Academic and Student Affairs/Provost; Gina Fetty, Vice President of Fiscal Operations; Dr. Myriah Davis, Vice President of Administrative Services; Nicolette Dioguardi, Vice President of Risk Management and General Counsel; Ben Dalton, CIO; Laura Alloway, Director of Marketing and Public Relations; Deans: Ken Bowald and Tammy Keith; Christine Woodgeard, Director of Perry Campus; and Libby Villavicencio, Foundation Director.

Additional attendees: staff and media.

CALL TO ORDER

Chairman Taulbee called the meeting to order at 5:06 P.M.

ROLL CALL

Nancy Vandeman, acting Board Secretary, called the roll:

Board members present: Mike Brooks, Mike Budzik, Gary Edwards, Andrew Stone, Dr. Keith Taulbee, Robert Troxel, and Paula Tucker.

Board members absent: None

Members present constitute quorum: Yes.

OATH OF OFFICE

Chairman Taulbee administered the Oath of Office to Joseph Ogden of Perry County. Mr. Ogden was appointed as a trustee by the Caucus of School Board Presidents in November 2013. He will complete the term served by Dr. Larry Rentschler that ends August 31, 2015 (Addendum 1).

APPROVAL OF MINUTES

Chairman Taulbee asked if there were any changes or corrections to the minutes from the October 22, 2013 regular meeting. There being none, Trustee Brooks moved, seconded by Trustee Edwards, that the minutes be approved. The motion passed unanimously.

EXECUTIVE SESSION

Chairman Taulbee moved to convene into Executive Session pursuant to the Ohio Revised Code 121.22 (G)(1) to consider the appointment, employment, or compensation of a public employee; and

In pursuant to the Ohio Revised Code 121.22 (G)(3) to confer with an attorney for the Board concerning the subject of imminent court action; and further,

In pursuant to the Ohio Revised Code 121.22 (G)(6) to discuss matters required to be kept confidential because of security regulatory concerns related to a real estate matter.

Seconded by Trustee Stone, and on a roll call vote:

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

Voting No: None.

In addition to the Board of Trustees, Dr. Ron Erickson, Dr. Myriah Davis, and Ms. Nikki Dioguardi were invited to attend the session.

The Board adjourned into Executive Session at 5:10 P.M.

REGULAR SESSION

Chairman Taulbee announced the return to the Regular Session at 7:15 P.M. and offered a motion to reinstate Dr. Erickson's housing allowance of \$1,250.00 per month— a best practice implemented at other colleges. The motion was seconded by Trustee Ogden. The motion passed unanimously with Trustee Brooks absent from the vote.

FACILITIES COMMITTEE REPORT

Trustee Budzik invited Dr. Davis to provide an update on current facilities projects. Dr. Davis presented a brief overview of the six year, 2015-2020, Capital Plan, and reviewed in more detail the projects that comprise the first biennium beginning July 1, 2014. Major requests for the first biennium include workforce development/business training center renovation; maintenance and mechanical system upgrades for Light Hall; integrated security and video surveillance systems; upgrade of sidewalks and lighting campus-wide; and relocation/building renovation of the music program. The six year plan totals \$15,362,000. Trustees have received a copy of the state-funded capital requests report for detailed information (Addendum 2).

Dr. Erickson commended Dr. Davis for her time and efforts in compiling the report. He commented that efforts have been made to contact legislators and committee members at the state level to advocate for the College, and also noted that the College has been without state funds for the past four years, which has had a serious financial impact on projects campus-wide. Dr. Davis then addressed various questions from the

trustees, including handling the possibility of a partial funding of requests, and the type of responses the College has received from our legislators.

In addition to the Capital Plan update, Dr. Davis reported on the following projects:

- The College will hold their initial meeting next week with Prater Engineering to proceed with the fire alarm system project being funded with bond monies.
- Soil samples are being taken at Lake Snowden. The Ohio EPA will review the samples and offer guidance for the replacement project.
- Parking lot repairs at Perry, Fleet, and the Nature Center are being prepared to go out to bid.
- The College is currently reviewing older state purchase orders, and the monies not required for use over the past decade are being returned to the State.
- The natural gas wells on campus are being audited, and a report to the Board will follow.

BUDGET COMMITTEE REPORT

Trustee Brooks invited Ms. Fetty to present the reports. Ms. Fetty reported that the FY 2013 annual financial audit is due December 31, 2013. Under the direction of Dr. Bill Hill, the audit is expected to be completed prior to the deadline, and the auditors are already at a point where they may be able to complete the audit off-site.

Ms. Fetty commented that we are one-third through the fiscal year with the October budget report (Addendum 3), and she anticipates revising the format with additional columns and analysis. She also mentioned that the College continues to carefully monitor various factors impacting the budget, such as spring 2014 enrollment and residence halls occupancy rates; health insurance rate increases; the \$151,000 decline in State Share of Instruction (SSI) funding; and payroll.

Ms. Fetty followed with a brief overview of the *Hocking College Efficiency Report to Board of Regents–November 2013* (Addendum 4). Finally, Ms. Fetty was pleased to share that a 2012 financial aid audit recently conducted by the Ohio Board of Regents pulled 53 records/477 data elements with a 0% error rate.

PERSONNEL COMMITTEE REPORT

Pending the possibility of changes, Trustee Taulbee moved, seconded by Trustee Edwards, that a full review of the Board bylaws be addressed by the Personnel committee before the January 2014 board retreat. The motion was carried unanimously.

ACADEMIC AFFAIRS AND BUDGET COMMITTEE REPORTS

Dr. Bridges distributed copies of the *Hocking College Course Syllabus, GS 1000, Cornerstone* course for incoming students; briefly discussed the purpose of the course; and cited Christine Woodgeard for her contribution to the revamped curriculum (Addendum 5).

Dr. Bridges also distributed information regarding *Career Central Network*, an online career management provider of services to colleges, employers, and students (Addendum 6). Ms. Stacy Strauss, Student Affairs Coordinator, has been appointed to

liaison with prospective employers and post job opportunities for Hocking students to the career services website.

Dr. Bridges was pleased to conclude with the announcement that the Higher Learning Commission (HLC) Visiting Team recommendation letter indicates that the College's accreditation is valid until the next regularly scheduled HLC visit in 2016.

FOUNDATION REPORT

Ms. Villavicencio opened with a reminder invitation to the trustees and all staff to attend the Holiday Open House on Wednesday, December 18, from 5 P.M. till 8 P.M. She reported that the Foundation is actively recruiting potential board directors, and is engaged in rolling out a fundraising campaign titled *Power The Passion*. The Foundation is quietly soliciting pledges prior to the official public announcement.

CHAIRMAN'S REPORT

Chairman Taulbee spoke briefly to the number of impressive changes that have taken place at the College over the past three years.

PRESIDENT'S REPORT

President Erickson welcomed our new trustee representing Perry County, Joe Ogden. He announced the following College activities:

- A representative from Noel-Levitz, an enrollment management firm, will be on campus for two days to meet with administrators and staff. The Director of Strategic Enrollment, Mike Belcher, has organized the visit, which will focus on the recruitment and retention of students. Noel-Levitz will provide an exit report based on their findings.
- The College plans to extend an invitation to David Cannon, Vice Chancellor of the Ohio Board of Regents, Finance and Data Management, to address the Board regarding the new State Share of Instruction formula that determines the College's level of funding from state appropriations.

OLD BUSINESS

None.

NEW BUSINESS

The next board meeting will be combined with the annual Board retreat scheduled for Thursday, January 30; more details to follow.

ADJOURNMENT

There being no further business, Trustee Tucker moved, seconded by Trustee Brooks, to adjourn the meeting at 7:50 P.M.

Trustee Taulbee, Chairman

Nancy Vandeman, Acting Board
Secretary