

<b>MINUTES</b>	<b>REGULAR</b>	<b>MEETING</b>
<b>HELD</b>	<b>November 24</b>	<b>2008</b>

The regular meeting of the Hocking College Board of Trustees was held Tuesday, November 24, 2008, in the Community Room, Davidson Hall on the Hocking College campus, Nelsonville, Ohio.

Board members present were: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, Mr. Frank Newlon, and Mr. Larry Willard.

Administrators attending were: Jerry Hutton, dean, alternative energy institute; Dr. Judy Maxson, provost and senior vice president; Judy Sinnott, public relations director, Molly Weiland, dean school of health and nursing, and Cindy Baden, board secretary.

Also attending were Nelson Cary, Esq., VORYS legal counsel; Bonnie Allen-Smith, success skills coordinator; Kim Forbes-Powell, access center coordinator, Sally Lozada, assistant to the provost, Jane Lyons, access center; Marc Wayner, faculty and OEAHCEA representative; and Mark Yanko, faculty.

#### **CALL TO ORDER**

Mr. Larry Willard, Board Chair, called the meeting to order.

#### **PRESIDENTIAL QUALIFICATIONS FOR PRESIDENTIAL SEARCH**

Dr. Geiger thanked the Board for the opportunity to be a part of the search. He noted it was originally thought that there would be two committees, but was agreed to combine both committees into one. There have been two meetings of the committee, which includes faculty, staff, Board members, and community members. A third meeting of the committee will be held December 5<sup>th</sup>. A brochure, advertisement, and web page will be presented to the committee at that time.

Geiger noted that applications will come either via email to Dr. Geiger at an email address in Athens or a post office box. He noted he is concerned that the college may lose candidates if confidentiality is not kept.

Geiger presented a draft document of proposed presidential qualifications and personal characteristics and abilities for the Board's review. Mrs. Light noted that she was concerned about the need for working with staff at Hocking who may want to move up in leadership positions, including succession planning. Mrs. Mackey indicated that position openings are many times posted internally, and

then externally. Mrs. Light suggested that including an attitude to work with emerging leaders on the staff. Dr. Geiger said that would be included in the interview process. Mr. Willard explained that this would be able to be determined from the candidates in the recruitment process.

Dr. Geiger moved, seconded by Dr. Cline that the proposed Presidential Qualifications be approved as submitted.

Voting Yes: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, and Mr. Frank Newlon.

Voting No: None.

### **RESOLUTION 2009-05**

**WHEREAS**, the Board of Trustees has asked that a committee of the Hocking College community develop position qualifications and personal characteristics and abilities wanted in the search for a new president;

**WHEREAS**, the presidential search committee has developed a set of qualifications and personal characteristics for a new president of Hocking College;

**THEREFORE, BE IT RESOLVED, by the Hocking College Board of Trustees**, that the following position qualifications and personal characteristics and abilities be approved for the presidential search:

#### Position Qualifications

- Earned doctorate preferred
- Personal commitment to the comprehensive community/technical college concept, including technical, general education/transfer and developmental programs
- Demonstrated skills to meet the needs of traditional, non-traditional, commuting and residential students across multiple campuses
- A professional approach to collaborative problem-solving that places emphasis on integrity, trust building, open communication, and mutual respect in both internal (students, faculty, administrators, and support staff) and external relationships

### Personal Characteristics and Abilities

- A leader who understands and supports the teaching/learning process
- Sensitivity to and experience in formal collective bargaining in an academic setting
- Proven experience with development and maintenance of collaborative partnerships with business, industry, unions, tourism, health groups, workforce development, non-profit institutions, school districts, adult career centers, and other institutions of higher education
- Recognizes the culture, values and needs of a rural Appalachian, small urban setting and the opportunities of an emerging global market
- A demonstrated entrepreneurial record of generating external funding through partnerships, aggressive grant seeking and expansion of the college foundation's fund raising capacities
- A record of implementing effective enrollment strategies for local, regional, national, and international students, including student success efforts and retention of present students
- A technologically literate individual who understands how and uses technology to support academic, administrative and distance learning opportunities
- An individual who embraces active involvement with the community and appreciates the culture of southeastern Ohio and the world
- Well documented senior level management skills including legislative advocacy, cooperation with the Ohio Board of Regents (or equivalent body), data based strategic planning, prudent use of financial resources, facilities planning, policy development, and establishment of college priorities
- The ability to work effectively with an appointed Board of Trustees

## APPLICATION INSTRUCTIONS

**The successful candidate will describe in writing how she or he meets the above profile items (please use specific examples). In addition, each applicant should submit a current resume, and the name, business and home telephone number of six references.**

Submit applications to:

Dr. Alan Geiger  
Chairperson, Presidential Search Committee  
Hocking College  
P O Box 113  
Nelsonville, OH 45764-0113

Or online at [hockingpresidentalsearch@intelliwave.com](mailto:hockingpresidentalsearch@intelliwave.com)

Dr. David Ponitz serves as the search consultant to the Hocking College Board of Trustees. He may be contacted at:

David H. Ponitz, President Emeritus  
Sinclair Community College  
P O Box 49158  
Dayton, OH 45449-0158  
Phone (937) 434-6640  
Fax (937) 434-6713  
[dponitzsinclair@woh.rr.com](mailto:dponitzsinclair@woh.rr.com)

Review of applications will begin on February 15, 2009, and continue until a candidate is selected. The successful candidate will begin July 1, 2009.

## **EXECUTIVE SESSION**

Dr. Geiger moved, seconded by Dr. Cline, that the Board go into executive session to discuss personnel matters. The Board adjourned into executive session at 5:45 p.m.

Roll call vote:

Voting Yes: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, and Mr. Frank Newlon, and Mr. Larry Willard.

Voting No: None.

## **RETURN TO REGULAR SESSION**

Mr. Murtha moved, seconded by Dr. Cline, that the Board return to regular session.

Roll call vote:

Voting Yes: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, Mr. Frank Newlon, and Mr. Larry Willard.

Voting No: None.

The Board returned to regular session at 6:50 p.m.

## **PERSONNEL MATTERS**

### **Interim Executive Administrator**

Dr. Geiger moved, seconded by Mrs. Light authorizing Larry Willard to discuss with Dr. Larry Dukes employment as interim executive administrator of Hocking College to begin January 5, 2009 under the terms discussed during executive session.

Voting Yes: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, and Mr. Frank Newlon.

Voting No: None.

**RESOLUTION 2009-06**

**BE IT RESOLVED, by the Hocking College Board of Trustees, that Larry Willard is authorized to discuss with Dr. Larry Dukes employment as interim executive administrator of Hocking College to begin January 5, 2009 under the terms discussed during executive session.**

**Extension of Maxson Contract**

Mr. Newlon moved, seconded by Mr. Murtha to authorize the chair to offer a six month extension of Dr. Judy Maxson's contract under the terms discussed during executive session.

Voting Yes: Dr. Jack Cline, Dr. Alan Geiger, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, and Mr. Frank Newlon.

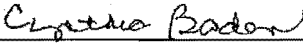
Voting No: None.

**RESOLUTION 2009-07**

**BE IT RESOLVED, by the Hocking College Board of Trustees, that the Board Chair is authorized to offer a six month extension of Dr. Judy Maxson's contract under the terms discussed during executive session.**

**ADJOURN**

Mr. Newlon moved that the meeting be adjourned.

  
\_\_\_\_\_  
Cynthia Baden  
Board Secretary

  
\_\_\_\_\_  
Larry Willard  
Board Chair