



**HOCKING COLLEGE
BOARD OF TRUSTEES MEETING**

**Tuesday, November 29, 2011
6:00 P.M.**

**The Inn at Hocking College
Regular Meeting**

- **Call to Order** Chairman Brooks
- **Roll Call** Ms. Vandeman
- **Oath of Office for New Members** Chairman Brooks
- **Approval of Minutes** Chairman Brooks
 - October 25, 2011 Regular/Standing Committee Meetings
- **Citizens' Comments** Chairman Brooks
- **Executive Session** Chairman Brooks
- **President's Report** Dr. Ron Erickson
 - Personnel Updates Dr. Ron Erickson
 - Presentation of Natural Resources Award and Forest Management Plan Steven Stone/Robert Sabo
- **Chairman's Report** Chairman Brooks
- **Old Business** Chairman Brooks
- **New Business** Chairman Brooks
 - Date of Next Meeting: January 24, 2012
- **Adjournment** Chairman Brooks

November 29, 2011

The Regular meeting of the Hocking College Board of Trustees was held Tuesday, November 29, 2011, at the Inn at Hocking College, Nelsonville, Ohio.

Administrators attending: Dr. Ron Erickson, President; Dr. Molly Weiland, Vice President of Academic and Student Affairs/Provost; Gina Fetty, Vice President of Financial Services; Dr. Myriah Short, Vice President of Administrative Services; Dr. Sally Lozada, Dean of Student Affairs; Larry Coon, Dean, School of Natural Resources; Neil Hinton, Dean, School of Engineering, Business, and Computer Information and Dean, Logan Campus; Chuck Taylor, Dean, Perry Campus; Sue Chiki, Associate Provost; Laura Alloway, Director of Marketing and Public Relations; and John Sanders, Director of Human Resources.

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

CALL TO ORDER

Chairman Brooks called the meeting to order at 6:00 P.M.

ROLL CALL

Nancy Vandeman, Board Secretary, called the roll:

Board members present: Trustee Brooks, Trustee Budzik, Trustee Stone, Trustee Taulbee, Trustee Troxel, Trustee Tucker, and Trustee Wells.

Board members absent: Trustee Newlon and Trustee Starner.

Members present constitute quorum: Yes.

OATH OF OFFICE

Following welcome and congratulatory comments to the new members of the Board of Trustees, Chairman Brooks administered the Oath of Office to the latest Caucus of School Board Presidents appointed trustees:

1. Andrew Stone of Athens County. Trustee Stone will serve from November 3, 2011 through August 31, 2013. (See Addendum 1.)

2. Darlene Wells of Perry County. Trustee Wells will serve from November 3, 2011 through August 31, 2012. (See Addendum 2.)

APPROVAL OF MINUTES

Trustee Taulbee moved, seconded by Trustee Troxel, to approve the minutes of the October 25, 2011 Regular Meeting of the Board of Trustees.

Voting Yes: Trustees Taulbee, Troxel, Budzik, Stone, Tucker, Wells and Chairman Brooks.

Voting No: None

CITIZENS' COMMENTS

None.

EXECUTIVE SESSION

None.

PRESIDENT'S REPORT

Dr. Erickson explained that he will present interim committee report updates at alternate board meetings when the standing committees are not scheduled to meet. Highlights of committee updates included:

- 1) *Academic and Student Affairs Committee.* The Higher Learning Commission (HLC) site visit draft report will be received prior to the end of December 2011. The report will allow the College to review and correct factual errors only. Overall, the HLC was pleased with their visit; however, several areas of concern will need to be addressed, including the development of additional policies; Board self-assessment; development and launch of a new Periodic Program Review schedule; development of data for immediate and long-term planning goals; long term investments in IT; and the need to build healthy financial reserves to support a long-term strategy.
- 2) *Budget Committee.* Dr. Erickson continued with an explanation of the current financial situation; and, although difficult to predict, the College anticipates a \$1.3M deficit based on many factors, including a decline in

enrollment. The College plans to address the loss with options such as an employee vacation buy down, and the hiring of a Director of Student Retention to focus on retaining students.

- 3) *Facilities Committee*. Due to no capital bill this year, the anticipated funding for renovations is not available. However, the College has been instructed to compile an "emergency" funding request. Dr. Short is responding with documentation supporting critical health and safety issues; specifically, fire alarm systems and extensive roof repairs.

A new capital bill is due in December 2012 for FY 2013-18. Again, it is anticipated that new building/construction will not be funded.

Dr. Erickson concluded his report with a farewell comments honoring Dr. Molly Weiland and thanking her for 28 years of service to Hocking College. Chairman Brooks also expressed his appreciation for her service. The audience then joined Board members in applause for her humanitarian contributions to students over the years.

Dr. Erickson announced that a *Retiree Breakfast* will be held December 14, 2011 at the Inn at Hocking College as a new semi-annual tradition to honor present and past retirees.

Dr. Erickson invited Mr. Steve Stone, owner of Meadowview Farm, which was named the 2011 Ohio Outstanding Tree Farm of the Year, to address the Board. Mr. Stone introduced Cathy Bobo, Athens Soil and Water Conservation District Technician; and Bill Serbonich, Ohio Department of Agriculture Conservation Specialist and asked that they join him at the podium. Mr. Stone described the recent event sponsored by the Ohio Tree Farm Committee and hosted by Meadowview Farm on October 1, 2011. As an expression of his gratitude, Mr. Stone presented a plaque to Dean Coon recognizing the contributions the School of Natural Resources provided to the success of this event.

Mr. Serbonich followed with a request for the Board's permission to nominate Hocking College as a 2013 Ohio Tree Farm of the Year. On behalf of the Board, Chairman Brooks thanked Mr. Serbonich for the nomination.

Dr. Erickson invited Mr. Bob Sabo, Associate Professor of Forestry at Hocking College and Certified Forester, to address the Board with a power point presentation of a forest management plan. The project was developed by his Forest Management students as part of their final capstone course in spring 2010. Mr. Sabo presented the plan that was compiled for the College's 1,275 acres of woodland "to make Hocking College land a showcase for active and sustainable management" and to provide "both significant annual income, and forest improvement via annual, sustainable, conservative timber sales

administered by him (Mr. Sabo) and utilizing our Forest Management students in their hands-on, learning/producing process.” (See Addendum 3.)

At the conclusion of his presentation, Mr. Sabo distributed copies of the *Forest Management Plan For Hocking College* to the Trustees. (See Addendum 4.) A question and answer period followed. Discussions included the economic incentives and responsible management of the College’s woodland assets, developing a living laboratory for students, and opportunities for the use of biomass as a renewable energy source.

CHAIRMAN’S REPORT

Chairman Brooks thanked Mr. Sabo for his presentation and commented on the remarkable work performed by the students in the capstone project.

Referencing the Board of Trustees Bylaws, Chairman Brooks announced the new standing committee members. (See Addendum 5.)

OLD BUSINESS

Chairman Brooks presented a resolution allowing the College to enter into a “bridge” agreement with the President until June 30, 2012. (See Addendum 6: Employment Agreement.)

Trustee Budzik moved, seconded by Trustee Stone, to accept the resolution as read. On a roll call vote:

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

Voting No: None

RESOLUTION 2012-14 President’s Bridge Agreement

WHEREAS, the College is committed to prudent financial management while providing the services necessary to maintain the core mission of the College;

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the College to enter into a bridge agreement with the President as negotiated by the Chair of the Board of Trustees.

NEW BUSINESS

Trustee Troxel, Budget Committee Chair, invited Ms. Fetty to address the Board regarding the fiscal impact of the vacation buy down option. Ms. Fetty explained the potential budgetary savings by offering employees an incentive to exchange up to two weeks of earned vacation at a proposed 50% payout. The resolution would allow the College to continue to develop and implement a voluntary buy down program.

Trustee Taulbee moved, seconded by Trustee Budzik, the adoption of the resolution as read. On a roll call vote:

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

Voting No: None.

RESOLUTION 2012-15 Vacation Buy Down

WHEREAS, the College is committed to prudent financial management while providing the services necessary to maintain the core mission of the College; and

WHEREAS, the College is exploring a number of options for balancing its current year budget in light of lower than budgeted enrollment, and;

WHEREAS, the College accrues for vacation benefits earned by its employees, whose net change is run through the financial statements each year as an addition to or reduction of expense, and;

WHEREAS, the College desires to improve its financial position and live within its budget by reducing the amount of that liability, effecting a net reduction of that expense in the current fiscal period in an amount greater than its payout;


THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the President, or his designee, to research, develop, and implement a completely voluntary vacation buy down program at less than a dollar for dollar, if feasible.

Chairman Brooks announced the following Board event dates:

- *Board of Trustees and Foundation Board Holiday Gathering at the Rhapsody Restaurant: December 14, 2011, 5:00 P.M.*
- *Board Orientation: December 15, 2011 from 8:00 A.M. to 4:00 P.M.*
- Proposed Board retreat and workshop for January or February conducted by the Association of Community College Trustees (ACCT). The training in governance and board assessment will satisfy the Higher Learning Commission (HLC) requirements as mentioned in their site report. The ACCT has bundled training information into a financial proposal for the Board's consideration. (See Addendum 7.) An email will be sent to all Trustees with more information.

ADJOURNMENT

There being no further business, Trustee Stone moved, seconded by Trustee Troxel, to adjourn the meeting at 7:26 P.M.


Trustee Brooks, Chairman


Nancy Vandeman, Board Secretary