

HOCKING COLLEGE BOARD OF TRUSTEES MEETING

Tuesday, November 2, 2010
5:00 P.M.
Inn at Hocking College

AGENDA

- Call to Order Trustee Murtha
- Roll Call Trustee Sherburne
- Approval of Minutes: September 28, 2010 Board Meeting Trustee Murtha
- Enrollment Report Mr. Bobo
- Academic Program Committee Report/Action Trustee Light/Dr. Weiland
 - Approve Change in Committee Title
- Budget Committee Report/Action Trustee Willard/Ms. Fetty
 - Review and Adoption of FY 2011 Budget
 - Appointment of Board Treasurer
- Facilities Committee Report Trustee Starner/Dr. Short
- Personnel Committee Report Trustee Cardaras/
Mr. Sanders
- President's Report Dr. Erickson
- Chairman's Report Trustee Murtha
- Executive Session Trustee Murtha
- Old Business Trustee Murtha
- New Business Trustee Murtha
 - Date of Next Meeting
- Adjournment Trustee Murtha

November 2, 2010

The regular meeting of the Hocking College Board of Trustees was held Tuesday, November 2, 2010, at the Inn at Hocking College, Nelsonville, OH.

Administrators attending: Dr. Ron Erickson, President; Dr. Molly Weiland, Provost; Gina Fetty, Vice President of Financial Services; Dr. Myriah Short, Interim Vice President of Administrative Services; Sue Chiki, Associate Provost; Neil Hinton, Dean, School of Engineering and Technology; Ken Bowald, Associate Dean, School of Natural Resources; Dr. Jerry Hutton, Dean of Alternative Energy Institute; Chuck Taylor, Dean of Perry Campus; Judy Sinnott, Director, College and Community Relations; John Sanders, Director of Human Resources, and Derek Bobo, Chief Informational Officer.

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

CALL TO ORDER

Trustee Murtha, Chairman, called the meeting to order at 5 P.M. He explained that the regular meeting scheduled for October 26, 2010 had been canceled and rescheduled to this evening due to inclement weather.

ROLL CALL

Trustee Sherburne, Secretary, called the roll:

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

Board members absent: Trustee Geiger,

Members present constitute quorum: Yes

APPROVAL OF MINUTES

Trustee Willard moved, seconded by Trustee Newlon, to approve the minutes of the September 28, 2010 Board of Trustees meeting.

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

Voting No: None.

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Board members absent: Trustee Geiger,

Members present constitute quorum: Yes

APPROVAL OF MINUTES

Trustee Willard moved, seconded by Trustee Newlon, to approve the minutes of the September 28, 2010 Board of Trustees meeting.

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

Voting No: None.

Abstained: Trustee Sherburne.

ENROLLMENT REPORT

Mr. Bobo, CIO, reported 15th Day record enrollment for Fall Quarter 2010; Same Day Comparison numbers totaled 6,599 total heads, compared to 6,346 for the same day last year. Enrollment numbers were up approximately 4% over last year, (Addendum 1).

ACADEMIC PROGRAM COMMITTEE REPORT/ACTION

Approval of The Change of Committee Title

Committee Chair, Trustee Light, presented the committee's request to amend its title to the *Academic and Student Affairs Committee*, which reflects a broader scope of responsibilities. Chairman Murtha asked Trustee Cardaras and the Personnel Committee to discuss the proposed name change prior to full-board approval at the next meeting.

Dr. Weiland reported that the college hosted the *One Hocking* event on October 25, 2010, a five hour discussion of diversity issues attended by government officials, special guests, administrator, parents and students. Building on the success of the event, a select committee will meet regularly to develop a master plan addressing diversity issues on campus.

Dr. Weiland reported that the *Quarter to Semester* committees continue to meet and work on repackaging the curriculum. Progress reports and timelines are being prepared for presentation to Dr. Erickson for his review.

Dr. Weiland reported that Derek Bobo will present project management software to the *Higher Learning Commission* committee members. The *Project Pier* software will assist in organizing/accessing the volume of documents and managing the overall workflow.

BUDGET COMMITTEE REPORT/ACTION

Committee Chair, Trustee Willard, asked Ms. Fetty, Vice President of Financial Services, to present the budget information: two handouts were distributed under the heading of *Review of September 30, 2010 Unaudited Financial Statements*, (Addendum 2 and 3). Ms. Fetty briefly reviewed the data and stated that the budget was tracking similar to the September 2009 report.

Ms. Fetty then presented the *Proposed FY 2011 Unrestricted Educational and General Budget*, (Addendum 4), and explained her recommendation to remain ultra-conservative toward fiscal issues. She reported that the

administration continues to meet regularly to discuss each line item in the budget and to look at all funding opportunities for cuts.

Trustee Willard spoke further to the necessity of scrutinizing the profitability of the auxiliary units and their role in supporting the educational experience at the college.

Review and Adoption of FY 2011 Budget

Trustee Willard introduced the FY 2011 balanced budget approval language, (Addendum 5), and explained that the committee recommended that the current wording of the resolution would not include the two provisions. Trustee Willard moved, seconded by Trustee Cardaras, that the Board adopt the FY 2011 budget as read:

RESOLUTION 2011-01

FY 2011 Unrestricted Educational & General and Auxiliaries Budget

WHEREAS, the College has developed a balanced budget for FY 2011 to take the place of a continuation budget from FY 2010, and

WHEREAS, the College's line item of State Appropriations could experience some increase through processing of final numbers of subsidy-eligible full-time equivalent students for FY 2010, and

WHEREAS, the College continues to look for and implement operational efficiencies, and

WHEREAS, the Vice President of Financial Services is charged with monitoring the realization of revenues and the expenditure of funds which could warrant some adjustment to budget estimates,

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that the FY 2011 budgets of expected resources and expenditures are hereby approved.

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

Voting No: None.

Trustee Willard reported that the Budget Committee will need to examine a Hocking College employee roster and funding structure, to be completed by the Vice President of Financial Services, prior to the consideration of a lifting of the hiring freeze.

Appointment of Treasurer to Board of Trustees

Trustee Willard moved, seconded by Trustee Starner, to reappoint Ms. Gina Fetty as Treasurer to the Board.

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

Voting No: None

FACILITIES COMMITTEE REPORT/ACTION

Committee Chair, Trustee Starner, distributed information about Hocking College's 15-year energy conservation plan in response to Ohio House Bill 251, (Addendum 6). Based on the identified energy conservation measures, Trustee Starner moved, seconded by Trustee Light, that the Board approve the commencement of the construction projects.

RESOLUTION 2011-02

WHEREAS, the College desires to operate within the realm of established statutory construction processes, and

WHEREAS, the College requires a board resolution to proceed with construction projects,

THEREFORE, BE IT RESOLVED by the Hocking College Board of Trustees that this resolution hereby authorizes the College to proceed with construction projects dedicated to meeting H.B. 251 requirements to reduce energy consumption by 20% no later than 2014.

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

Voting No: None

PERSONNEL COMMITTEE REPORT

No report this month.

PRESIDENT'S REPORT

President Erickson reported on the October 20, 2010 Foundation Board special informational meeting and the Foundation's goals and desire to expand its membership—the current Foundation Board recently reached out to nine potential new members. Guest speaker, Ms. Libby Villavicencio, OACC

Executive Director/Center for Development, emphasized the importance and urgency of hiring an experienced fundraiser as director of development. She discussed several fundraising strategies: creating a "culture of giving" by launching an internal campaign to solicit contributions, liquidating physical acquisitions (real properties), privatizing residence halls, and targeting alumni for development.

In regards to the budget, President Erickson commended the administration for making tough choices and difficult decisions. He is considering an open forum to discuss the proposed FY 2011 budget and solicit feedback from the Board of Trustees and the community.

CHAIRMAN'S REPORT

Chairman Murtha expressed personal encouragement from both the Foundation Board's recent endeavors and the joint effort of the president and the trustees in developing the *Guidelines for Presidential and Board Communication*, (Addendum 7). He also advised the Board that plans for an orientation session and a separate full-day retreat are under consideration.

EXECUTIVE SESSION:

Trustee Cardaras moved, seconded by Trustee Light, that the Board of Trustees enter into Executive Session to discuss a pending court action with the appointed attorney; to prepare for the conducting and reviewing of negotiations with public employees concerning compensation for terms and conditions of their employment; to consider the employment of a public employee or official; and to discuss a confidential issue as required by state statutes.

On a roll call vote:

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

Voting No: None

Other than the Board of Trustees, the following were requested to attend a portion of the Executive Session: President Erickson, Dr. Short, Ms. Fetty, Mr. Sanders, and Attorney Albers.

The Board adjourned into Executive Session at 5:40 P.M.

(Trustee Newlon left prior to the return to Regular Session.)

REGULAR SESSION

Trustee Starner moved, seconded by Trustee Willard, to return to Regular Session. On a roll call vote:

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

Voting No: None.

The Executive Session concluded at 7:10 P.M.

NEW BUSINESS

Chairman Murtha announced that a handout is available to all in attendance specifying the 2010- 2011 meeting dates, (Addendum 7), and that the next board meeting is scheduled for December 14, 2010.


Chairman Murtha asked for a motion to approve the *Guidelines for Presidential and Board Communication*. Trustee Cardaras moved, seconded by Trustee Light, to approve the guidelines. On a roll call vote:

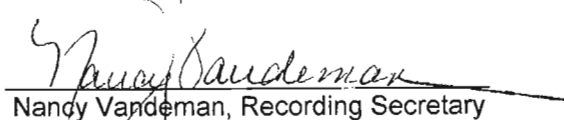
Voting Yes: Trustees Cardaras, Light, Sherburne, Starner, Willard, and Murtha.

Voting No: None

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:15 P.M.


Trustee Murtha, Chairperson


Nancy Vandeman, Recording Secretary