

Minutes of the regularly scheduled meeting of the board of trustees of Edison State Community College, State of Ohio, held at 1973 Edison Drive, Piqua, OH 45356, November 16, 2022.

- CALL TO ORDER: Chair James C. Oda called the November meeting of the Board of Trustees to order at 2:01 PM.
- ROLL CALL: Present: Tamara Baird Ganley, Tyeis L. Baker-Baumann, Philip E. Dubbs, Douglas L. Fortkamp, Elizabeth S. Gutmann, Darryl D. Mehaffie, Thomas P. Milligan, and James C. Oda
- ABSENT: Gary V. Heitmeyer
- PLEDGE OF ALLEGIANCE: Trustee Milligan led the group in the pledge of allegiance.
- INTRODUCTIONS: Chad A. Beanblossom, Jill Bobb, Dr. Amanda Bylczynski, Dr. Jessica Chambers, Amy K. Crow, Dr. Rick Hanes, Dr. Paul Heintz, Harold Hitchcock, Bruce Jamison, James E. Lehmkuhl, Bruce McKenzie, Kara A. Myers, all ESCC administrators; Jessica Hill, ESCC employee; Dr. Doreen M. Larson, President, Christopher D. Spradlin, President Designate; Heather M. Lanham, Secretary to the Board of Trustees; Guests Gary Cates, Jeff Robinson and Rich Bitonte
- TRUSTEE RESPONSIBILITIES: Trustee Gutmann read the College's mission statement. Chair Oda asked the trustees to review the commitments of the board.
- Chair Oda asked if any of the items on the consent agenda presented a conflict of interest to any of the trustees. None were noted at this time.
- PRESIDENT'S REPORT: President Doreen Larson updated the Trustees on current initiatives relating to personnel, enrollment, student success, athletics, facilities, the Edison State Foundation, workforce and the College's budget.
- Dr. Larson also invited the Trustees to attend a dance that Edison State will be hosting for the group Capabilities on December 1<sup>st</sup> in the Robinson Theater.
- Mr. Chris Spradlin, President Designate, informed the Trustees that no issues were found during the recent accreditation visit for the nursing department. There are no concerns about reaccreditation. Mr. Spradlin also stated that the development of the respiratory care program is progressing. It is a very long process. The College is investigating alliances for the aviation program.
- TRUSTEE COMMITTEE REPORTS: Finance/Audit Committee Report:
- Finance Committee Chair Milligan reported:
- Committee Chair Milligan deferred to CFO Lehmkuhl.
- CFO Lehmkuhl reported on behalf of Finance Committee Chair Milligan:
- Statement of Net Position
    - Cash and cash equivalents have increased since this time last year.
    - Accounts and pledges receivable have decreased since this time last year.

- Lease liability current and noncurrent have been added to our balance sheet as of 6-30-22.
- Statement of Changes in Net Assets
  - Net income is up by \$1,450,397 when compared to last year like now.
  - Revenues are up and expenses are down when compared to last year.
  - We still have the projected forecast equal to our budget since we just finished the first quarter. The forecast will be prepared when October is closed.
- Statement of Cash Flows
  - Cash since the start of the fiscal year has increased by \$1,319,976.
- SB 6 Ratio – with GASB 68 & 75
  - Based on current projections – .6
- SB 6 Ratio – without GASB 68 & 75
  - Based on current projections: 3.8.
- Center For Workforce Development and Education Financial Report.
  - Net income for the year of \$48,564.
- YTD Comparison
  - Increase in state appropriations of \$223,959 when comparing September of 2022 to September of 2021. This is due to our increase in SSI allocation.
  - Increase in academic support expense of \$103,175 when comparing September of 2022 to September of 2021. This is due to an overall increase in software costs.
  - Decrease in institutional support expense of \$284,090 when comparing September of 2022 to September of 2021. Decrease is due to the HEERF funding no longer being in our statements.
  - Decrease in student aid of \$1,361,441 when comparing September of 2022 to September of 2021. This is due to the HEERF funding no longer being in our statements.

With no further discussion, Chair Oda declared that the budget reports be filed for audit.

#### Executive Committee Report

- Chair Oda reported that the Executive Committee of the Board of Trustees, consisting of himself, Vice Chair Baker-Baumann, Trustee Baird Ganley, and Trustee Milligan, met on November 9<sup>th</sup>.
- The topics discussed included board member succession, the naming of room 113, and the progress of the presidential transition.
  - The terms of Trustees Milligan, Mehaffie and Oda will be expiring in January. They are all in the process of requesting re-appointment from the Governor's office.
  - The Executive Committee and President Designate Spradlin would like to name the new Student Room 113 in honor of Dr. Larson. This proposal will come before the Board for consideration of approval at a future meeting.
  - Chair Oda stated that the presidential transition is going very well.

APPROVAL OF  
CONSENT  
AGENDA:

Chair Oda presented the following consent agenda item for approval:

- A. Approval of September 28, 2022 Board Meeting Minutes
- B. BOARD ACTION FY 22 111622 – Approval of Edison State Community College FY 2022 Efficiency Report
- C. BOARD ACTION FY 22 111622 – Approval of Information Technology and Security Policy 335-58-7-19
- D. BOARD ACTION FY 22 111622 – Approval for Authorization to make Amendments to the ESCC ARP and 403(b) Plans
- E. BOARD ACTION FY 22 111622 – Approval of College Credit Plus (CCP) Tuition Waiver for Eligible Private-Schooled and Home-Schooled Students for the 2023-2024 and 2024-2025 CCP Academic Years
- F. BOARD ACTION FY 22 111622 – Approval of Public Use of College Campus Revised Policy 3358-9-07
- G. BOARD ACTION FY 22 111622 – Approval of 2023 Monitoring Report
- H. BOARD ACTION FY 22 111622 – Approval of 2023 Board Meeting Schedule

Chair Oda requested that item C, Approval of Information Technology and Security Policy 335-58-7-19, be removed from the consent agenda for further discussion.

With no additional corrections, additions, or deletions to the consent agenda, Trustee Mehaffie moved, seconded by Trustee Gutmann, for approval of the consent agenda minus the removed item.

On roll call vote with Trustees Mehaffie, Gutmann, Baird Ganley, Baker-Baumann, Dubbs, Fortkamp, Milligan, and Oda voting aye, the Chair declared the motion carried.

APPROVAL OF  
INFORMATION  
TECHNOLOGY &  
SECURITY POLICY  
335-58-7-19:

Ms. Amy Crow, CIO, reviewed the updated policies, explaining that GLBA safeguards personal information of all financial institutions.

Trustee Gutmann moved, seconded by Trustee Baker-Baumann, to approve Item C, Approval of Information Technology and Security Policy 335-58-7-19.

On roll call vote with Trustees Gutmann, Baker-Baumann, Baird Ganley, Dubbs, Fortkamp, Mehaffie, Milligan, and Oda voting aye, the Chair declared the motion carried.

FACILITIES  
REPORT:

Mr. Harold Hitchcock, Director of the Physical Plant and Facilities, gave an update on current and ongoing projects.

PRESENTATION:

Mr. Gary Cates, Senior Vice Chancellor with the Ohio Department of Higher Education, and Mr. Jeff Robinson, ODHE Director of Communications, presented Dr. Larson with proclamations from both Governor Mike DeWine and ODHE Chancellor Randy Gardner.

- Mr. Cates read both proclamations to the group stating that the Governor and Chancellor appreciate everything that Dr. Larson has done for higher education.
- Mr. Cates also stated that those in the Chancellor's office are very sorry that Dr. Larson is retiring, but that this institution has been blessed to have her serve.
- Dr. Larson thanked Mr. Cates and Mr. Robinson for attending today's meeting of the Board and for their kind words.

TRUSTEE OPEN  
FORUM:

ACCT

- Trustee Milligan asked Trustee Gutmann to report on the ACCT Annual Congress, which took place in October.

- Trustee Gutmann reported that she attended the ACCT Annual Leadership Congress in New York City along with Chair Oda, Dr. Larson and Heather Lanham.
- Trustee Gutmann was personally impressed with how well the conference was organized.
- Ms. Gutmann also described some of the sessions that she attended while at the conference, stating that she particularly enjoyed the round table session for community college attorneys.
- The group was also fortunate to meet Dr. Larson's cousin Tippy.

OACC

- Trustee Dubbs reported that the Ohio Association of Community Colleges will hold an in-person governing board meeting on December 8<sup>th</sup>.

Trustee Comments

- Trustee Milligan reminded his fellow Trustees that this will be Dr. Larson's final Board meeting and asked everyone to embrace the moment.
- Trustee Gutmann remarked that the annual Board and Foundation Board holiday dinner was very nice and that the location of the Inn at Versailles was beautiful.

OTHER BUSINESS:

Trustee Mehaffie thanked Dr. Larson on behalf of the entire Board of Trustees for everything that she brought to Edison State, stating that she would be truly missed. Everyone in the room stood and applauded. Dr. Larson said words of thanks.

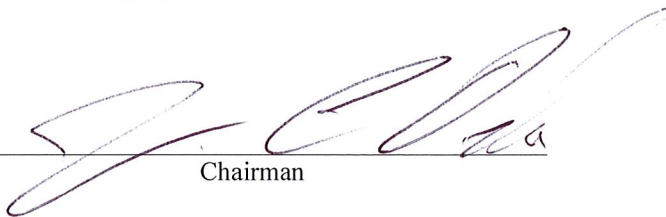
Chair Oda invited everyone to attend a farewell reception for Dr. Larson immediately following the Board meeting. The reception will be held in the Emerson Center and all employees are invited.

ADJOURNMENT:

Dr. Larson struck the gavel to indicate the adjournment of her final Edison State Board meeting.

With no further business to come before the board, Chair Oda declared the meeting adjourned at 3:14 PM.

"The undersigned hereby certify that this meeting was conducted in compliance with Ohio Revised Code Section 121.22."



Chairman



Board Secretary