

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 18, 2020.

- CALL TO ORDER:** Chair Tami Baird Ganley called the November meeting of the Board of Trustees to order at 2:01 PM.
- ROLL CALL:** Present:
In Person: Tamara Baird Ganley, Marvella Fletcher, Darryl D. Mehaffie, Thomas P. Milligan and James C. Oda
Via Zoom: Philip E. Dubbs, Elizabeth S. Gutmann
- Absent: Gary J. Bensman, Gary V. Heitmeyer
- PLEDGE OF ALLEGIANCE:** Trustee Mehaffie led the group in the pledge of allegiance.
- INTRODUCTIONS:** The following guests attended in person: Chad A. Beanblossom, James E. Lehmkuhl, Dr. Richard Hanes, Kara Myers, John W. Shishoff, Christopher D. Spradlin, Mona R. Walters, Peggy Wiggins, all ESCC administrators; Tucker Schneider, ESCC employee; Dr. Doreen M. Larson, President; Heather M. Lanham, Secretary to the Board
- The following guests attended via Zoom: Jill Bobb, Amy K. Crow, Dr. Paul Heintz, Bruce A. Jamison, all ESCC administrators; Amanda Bylczynski, Levi Smith, ESCC Faculty
- SPECIAL RECOGNITIONS:** Provost Spradlin recognized Ms. Amanda Bylczynski for her recent promotion to Assistant Dean for Accreditation and Academic Effectiveness. Ms. Bylczynski will also remain in her role as faculty member. Provost Spradlin also recognized Mr. Levi Smith for the completion of his Master's Degree in Computer Science.
- The Trustees enjoyed a traditional Thanksgiving boxed lunch during the board meeting. The boxed lunch was also made available to all Edison State employees on November 18th and 19th as a thank you for all of their hard work. Due to COVID restrictions, the annual Thanksgiving employee carry-in had to be cancelled. The Edison State Healthy Life Committee replaced the carry-in with these boxed lunches, provided by Susie's Big Dipper's food truck. Dr. Larson thanked the Healthy Life Committee, as well as Susie's Big Dipper.
- Chair Baird Ganley recognized Ms. Mona Walters, who retired from Edison State in November after 21 years of service at Edison State. Chair Baird Ganley also recognized Ms. Peggy Wiggins, who will retire in December after 16 years of service to Edison State. Chair Baird Ganley thanked both Ms. Walters and Ms. Wiggins for their dedication to the College and its students, and wished them both well. All in attendance applauded. Dr. Larson shared that cookies were provided in honor of the retirements.
- TRUSTEE RESPONSIBILITIES:** Chair Baird Ganley asked Vice Chair Fletcher to read the College's mission statement, and then asked the trustees to review the commitment of the board.
- Chair Baird Ganley 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.

APPROVAL OF
CONSENT
AGENDA:

Chair Baird Ganley presented the following consent agenda item for approval:

- A. Approval of September 23, 2020 Board Meeting Minutes
- B. BOARD ACTION FY 2020 111820 – Approval of Edison State Community College’s 2020-2022 Completion Plan
- C. BOARD ACTION FY 2020 111820 - Approval of Edison State Community College FY 2020 Efficiency Report and Efficiency Master Recommendation 2
- D. BOARD ACTION FY 2020 111820 - Approval of HR Policies 3358-3-01, 3358-3-02 and 3358-3-04 through 3358-3-24
- E. BOARD ACTION FY 2020 111820 - Approval of 2021 High School Seniors 100% Tuition Waiver
- F. BOARD ACTION FY 2020 111820 - Approval of College Credit Plus (CCP) Tuition Waiver for Eligible Private Schooled and Home-Schooled Students for the 2020-2021 Academic Year
- G. BOARD ACTION FY 2020 111820 - Approval of 2021 Board Meeting Schedule

Chair Baird Ganley requested that Item E be removed from the consent agenda for further discussion. With no additional corrections, additions, or deletions to the consent agenda, Trustee Oda moved, seconded by Trustee Mehaffie, for approval of the consent agenda minus the removed item.

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

APPROVAL OF
2021 HIGH
SCHOOL SENIORS
100% TUITION
WAIVER:

Dr. Larson asked the Provost Spradlin speak on behalf of consent agenda item E. Mr. Spradlin explained that the college administration feels that it is appropriate to support the graduating high school seniors throughout this difficult time. This waiver would cover instruction fee per credit hour only, and a few other smaller fees. This was offered in 2020 as well, and the college has seen a return on the number of seniors who took advantage of the waiver while in high school, enrolling at Edison State after graduating.

With no additional corrections, additions, or deletions, Trustee Mehaffie moved, seconded by Trustee Gutmann, for approval of consent agenda Item E, Approval of 2021 High School Seniors 100% Tuition Waiver.

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

PRESIDENT’S
REPORT:

Dr. Larson updated the Trustees on current initiatives relating to personnel, enrollment, student success, facilities, the Edison State Foundation, workforce and the College’s budget.

Dr. Larson also relayed that the College is in compliance with the Governor’s COVID-19 mandates. The College has done its own internal audit on compliance and found that employees and process are 98% compliant.

FOUNDATION
REPORT:

Dr. Rick Hanes, Vice President of Business and Community Partnerships, reported:

- The Foundation has received a clean audit.
- Dr. Hanes thanked James Lehmkuhl and Julie Slattery for all of their hard work in ensuring a clean audit.
- Dr. Hanes showed a preview of the upcoming virtual Holiday Evening.
- Dr. Hanes thanked the Trustees for their continued support of the Edison State Foundation.

REGIONAL
CAMPUSES
REPORT:

Mr. Chad Beanblossom, Vice President of Regional Campuses, reported:

- The Greenville Campus will have 57 hybrid courses offered during spring semester.
- The Troy Campus will have 20 hybrid sections offered during spring semester.
 - The EMT program is growing at the Troy Campus, and the other courses are holding steady.
- The Eaton Campus will have 16 hybrid sections offered during spring semester.
 - The largest enrollment increase at the Eaton Camus is with online courses.

TRUSTEE
COMMITTEE
REPORTS:

Self-Evaluation Committee Report:

- Committee Chair Dubbs gave an overview of the Trustees' annual self-evaluation results.

Nominations Committee Report:

Trustee Gutmann Reported, on behalf of Committee Chair Heitmeyer:

- The Nominations Committee recommends that Vice Chair Marvella Fletcher be nominated as Chair of the Edison State Community College Board of Trustees.
 - Trustee Fletcher has agreed to the nomination.
- The Nominations Committee recommends that Trustee Jim Oda be nominated as Vice Chair of the Edison State Community College Board of Trustees.
 - Trustee Oda has agreed to the nomination.
- The vote will take place during the January 27, 2021 Board meeting.

Finance/Audit Committee Report and Treasurer Updates:

In the absence of Finance Committee Chair Bensman, CFO John Shishoff reported:

- The SB6 report has not changed since last month and remains in good shape.
- The Statement of Changes in Net Assets reflects an \$80,000 increase from this same time last year.
- The Statement of Net Position reflects a slight loss from this same time as last year, but is still in good shape.
- The Cash Flow report is relatively the same as this time last year.
- There was a small loss in the Center of Workforce Development and Education, which is not unusual due to the current pandemic situation.
- Overall, the College is in very good shape. Edison State is one of the few colleges in Ohio doing better financially than pre-pandemic times.

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

TRUSTEE OPEN
FORUM:

ACCT

- Dr. Larson reported on behalf of Trustee Mehaffie that Chair Baird Ganley, Trustee Dubbs, Heather Lanham and herself attended the ACCT the Annual Leadership Congress, which was held virtually this year the week of October 5th.
- Dr. Larson stated that the online conference was very beneficial.
- Chair Baird Ganley relayed that the small virtual workshops offered were particularly beneficial.

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- Trustee Dubbs had nothing to report at this time.

Celebrations

- Heather Lanham celebrated the Edison State IT and Facilities employees for all of

their help in getting the November Board meeting ready. There was a lot involved in creating a meeting that adhered to current safety protocols.

- Heather Lanham also celebrated that her uncle, who has been battling the COVID-19 virus, was just recently taken off of a ventilator. He continues to be treated at the hospital.
- Chair Baird Ganley thanked all of the Edison State employees for all that they do, and wished everyone good health.

OTHER BUSINESS: Chair Baird Ganley informed her fellow Board members that Trustee Gary Bensman submitted a letter of resignation from his board duties on November 16th. Chair Baird Ganley stated that she regretfully accepts his resignation. She spoke with Mr. Bensman via phone recently, and relayed that he will continue to support the Board of Trustees in any way that he can, and that he has been very impressed with how the College has been able to move on so progressively considering the current pandemic situation. He leaves with the highest regard of Dr. Larson, CFO Shishoff and Controller James Lehmkuhl.

The Governor's office will receive a report of Trustee Bensman's resignation, as well as a request for his reappointment.

ADJOURNMENT: With no further business to come before the board, Chair Baird Ganley declared the meeting adjourned at 3:12 PM.

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



Chairman



Board Secretary