

Minutes of the regularly scheduled meeting of the board of trustees of Edison Community College, State of Ohio, held at 1973 Edison Drive, Piqua, OH 45356, on December 19, 2012.

CALL TO ORDER: Chairman Judith K. Hartman called the December meeting of the Board of Trustees to order at 3:15 PM.

ROLL CALL: Present: Edward W. Curry, Kathleen Floyd, Judith K. Hartman, J. Kathryn Lukey, Roger R. Luring, Darryl D. Mehaffie, James W. Thompson, Tony Wendeln and Leadership Troy Intern Zachary Risner

Absent: Thomas P. Milligan

PLEDGE OF ALLEGIANCE: Vice Chairman Thompson led the group in the pledge of allegiance.

INTRODUCTIONS: Sharon S. Brown, Debbie A. Hirtzinger, Ryan C. Honeyman, Christopher K. Norman, Linda M. Peltier and Mona R. Walters, all ECC administrators; Dr. Cristobal O. Valdez, President of ECC; Heather M. Lanham, board secretary.

APPROVAL OF CONSENT AGENDA: Chairman Hartman presented the following consent agenda items for approval:

1. November 28, 2012 Board Meeting Minutes
2. Resolution 2013-10 – Authorization to Purchase Condensing Unit

With no corrections, additions, or deletions to the consent agenda, Trustee Mehaffie moved, seconded by Trustee Curry, for approval of the consent agenda.

On roll call vote with Trustees Mehaffie, Curry, Lukey, Floyd, Hartman, Luring, Thompson and Wendeln voting aye, the Chairman declared the motion carried.

BUDGET REPORT: As Chairman of the Finance and Audit Committee, Trustee Wendeln reported:

- The annual audit has been reviewed, and copies were distributed to the Trustees.
- The budget report ending November 30, 2012 relays the changes in assets and financial activity for the five month period of July through November, 2012, and was reported in relation to the forecast for the final eight months of the academic year.
- There have been changes to the forecast since last month for spring semester. Enrollment is now projected to be down by 12%. As a result, projections forecast a deficit of approximately \$500,000. More accurate enrollment figures will be received in January, and the hope is that the deficit will be less. At this time, however, projections indicate a \$493,000 deficit.
- Controller Debbie Hirtzinger and Dean of Enrollment Scott Burnam were available during the general work session to answer questions and explain plans to help improve enrollment.

With no further discussion, Chairman Hartman declared that the budget reports be filed for audit.

TRUSTEE
COMMITTEE
REPORTS:

As Chairman of the Nominating Committee, Kathleen Floyd reported:

- The Committee is recommending the nomination of Trustee Jim Thompson as Chairman of the Board, and Trustee Darryl Mehaffie as Vice Chair. Both terms would begin in January of 2013.
- The Nomination Committee also recommends that the Chair and Vice Chair serve a two-year term.
- Trustee Floyd asked the Trustees to consider the recommendations. A motion for nomination will be made during the January Board meeting, and a vote will be held.

PRESIDENT'S
REPORT:

President Valdez reported to the Trustees that the Ohio community college presidents are currently working with the Governor's office on a funding model for SSI. The presidents have submitted a proposal to the Governor's office which they are confident will be accepted. SSI funding has previously been based on enrollment. The new formula moves from enrollment to completion. Dr. Valdez believes that this is a very good move for higher education institutions.

Dr. Valdez also reported that the 2012 Holiday Evening went very well. The Department of Institutional Advancement was able to reduce costs by 18% compared to the 2011 Holiday Evening, and will continue to look for areas where costs can be modified in the future. For every dollar spent for the 2012 event, there was a return of \$1.33.

Edison's 2012 Annual Employee Holiday Luncheon was well attended this year, with over 150 employees enjoying the event. Trustees Kathy Lukey and Jim Thompson, as well as several Edison retirees, were also in attendance. Trustee Lukey commented that the entertainment for the day was the Piqua High School Show Choir, and that they did a wonderful job. Trustee Thompson informed the Board that Edison employees provided 120 children from the Salvation Army angel tree with gifts this year, which were collected during the luncheon. He commended the employees for committing to that endeavor.

Dr. Valdez also informed the Trustees that the ongoing strategic planning process is going well. It is anticipated that the project will be complete by the end of May of 2013. Focus groups will soon be meeting on campus to provide feedback. Focus groups comprised of Edison faculty and adjuncts will meet on January 9th; outside community representatives will meet on January 10th; Edison administrative and classified staff will meet on January 28th; area educational representatives will meet on January 31st.

MONITORING
REPORT:

Mona Walters, Dean of Institutional Planning and Effectiveness, gave the annual report on the Student Learning Outcomes Assessment.

Ms. Walters and Dr. Valdez also informed the Trustees that the college's Institutional Dashboard has recently been improved and modified. The Dashboard is a trend data repository, and holds all KPI history. The information contained on the Dashboard will be updated every morning, with semester enrollment being updated weekly. Ms. Walters showed the Board members how to access the Dashboard on Edison's website. It is available for anyone to view.

PRESENTATION:

President Valdez gave the Trustees a presentation on the current campus wide security measures. He felt that the Trustees should be updated on Edison's initiatives and procedures following the recent shooting at Sandy Hook Elementary School in Newtown, Connecticut.

- Dr. Valdez informed the Board that our current measures were developed as a response to the 2007 Virginia Tech shooting.
- The focus is prevention. Edison's primary vehicle for prevention is the Behavioral Intervention Team (BIT). If staff or students have concerns about the behavior of anyone on campus, they may report it to the BIT team. The team will then decide on

- the best course of action.
- It has been determined that FERPA does not prevent anyone from sharing warning signs that a student might be exhibiting.
- Planning for “Active Shooter Incidents” include:
 - Student and employee training for active shooter scenarios.
 - “Edison Alerts” emergency notification system.
 - Replacing the old tornado siren with a system that allows for a pre-recorded message that can broadcast across campus.
 - The college currently does not have lock-down procedures, as it is not known if a lock-down scenario would help or hurt the situation.
- Future initiatives include:
 - Updating the online emergency procedure manual.
 - Repeating “Shots Fired” video sessions.
 - Making “Shots Fired” video available online.
 - Conducting table-top discussions for active shooter scenarios.

**TRUSTEE
REPORTS:**

Trustee Mehaffie reported that the ACCT National Legislative Summit will be held February 11th through 14th in Washington D.C. Trustees Mehaffie, Thompson and Wendeln will be attending along with President Valdez, and hope to have a personal meeting with Speaker Boehner on February 14th.

Mr. Mehaffie also reported that Ohio will have a new Chancellor soon, as Jim Petro will be stepping down on February 1st.

Trustee Mehaffie also gave an overview of the OACC Fall Governing Board Meeting, which was held on December 14th. The Governing Board passed the OACC budget at this meeting.

CELEBRATIONS:

Chairman Hartman thanked Dr. Valdez and his wife Robin for hosting the Trustees at their house on December 12th for a holiday party.

Chris Norman, Vice President of Institutional Advancement, celebrated a recent planned giving arrangement that will be bestowed to Edison by a donor.

Three of the Trustees, including Ed Curry, Judy Hartman and Kathy Lukey, have terms that will end in January 2013. President Valdez gave each of them a gift in appreciation of their dedicated service, and noted that each Trustee has served Edison honorably and admirably. He noted that the Trustees have offered to serve on the Board until the new appointments are announced, but he wanted to take the time at this point to extend his thanks and appreciation. The outgoing Trustees received applause and a standing ovation from the meeting attendees. Chairman Hartman thanked everyone, and wished them great success in the future.

ADJOURNMENT:

With no further business to come before the board, Chairman Hartman declared the meeting adjourned at 4:35 PM.

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

Chairman

Board Secretary