

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 May 22, 2013.

CALL TO ORDER: Chairman James W. Thompson called the May meeting of the Board of Trustees to order at 3:16 PM.

ROLL CALL: Present: Marvella Fletcher, Kathleen Floyd, Robinson W. Joslin, Roger R. Luring, Darryl D. Mehaffie, Thomas P. Milligan, James W. Thompson, Tony Wendeln and Leadership Troy Intern Zachary Risner

Absent: Christopher A. Grove

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

INTRODUCTIONS: Sharon S. Brown, Scott M. Burnam, David Gansz, Edward "Chip" Hare, Linda M. Peltier, Dan R. Reke, Patricia T. Ross and Mona R. Walters, all ECC administrators; Dr. Cristobal O. Valdez, President; Heather M. Lanham, board secretary;

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

1. April 24, 2013 Board Meeting Minutes
2. Resolution FY 2013-21 - Authorization to Replace the North Hall Roof
3. Resolution FY 2013-22 - Authorization to Replace (3) Boilers
4. Resolution FY 2013-23 - Approval of GLBA Required Information Security Program
5. Resolution FY 2013-24 - Continuing Contracts for Full-Time Faculty, Academic Year 2013-2014
6. Resolution FY 2013-25 - Appointment of Full-Time Mathematics Faculty Member
7. Resolution FY 2013-26 - Appointment of Full-Time Mathematics Faculty Member
8. Resolution FY 2013-27 - Appointment of Full-Time Social Services (SSV) Faculty Member
9. Resolution FY 2013-28 - Appointment of Full-Time Chemistry Faculty Member
10. Resolution FY 2013-29 - Appointment of Full-Time Psychology Faculty Member

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

On roll call vote with Trustees Mehaffie, Floyd, Fletcher, Joslin, Luring, Milligan, 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 budget report ending April 30, 2013 relays the changes in assets and financial activity for the ten month period of July through April, 2013, and was reported in relation to the forecast for the final two months of the academic year.
- At this point the forecast remains on target. The college should end the year close to a breakeven point. Whether there is a small surplus or a small deficit remains to be seen.
- The Finance Committee met earlier this day, prior to the 1:30PM work session, with the auditors from Plante Moran. Procedures have begun for the annual audit. The auditors met with the committee in order to conduct their annual audit planning meeting, as required, and gave pre-audit communications, as required. This is the third year that the college is using Plante Moran for auditing purposes.

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

TRUSTEE
COMMITTEE
REPORTS:

As a member of the Executive Committee, Trustee Milligan gave his fellow trustees an update on the annual presidential evaluation process:

- The Executive Committee has completed the assessment of the annual presidential evaluation survey results.
- The Executive Committee has met with Dr. Valdez in order to review the results, and discussed the outcome with the remaining trustees at an executive session during this day's work session, prior to the board meeting.
- The board is on schedule to finalize the contract by the beginning of the next fiscal year.

FOUNDATION
REPORT:

As Interim Vice President of Institutional Advancement, Dr. Patti Ross reported:

- The Foundation staff has been working hard the past several months to improve efficiencies and workflow, and has been working closely with the Foundation sub-committees.
- The Foundation Finance Committee has been very active of late, and will be presenting two resolutions for passage at the June Foundation board meeting dealing with a financial commitment toward scholarship support from the Foundation. The Finance Committee is also working on restructuring how funds are recorded.
- A Board Development Ad-Hoc Committee has recently been formed, and has met once so far to date. The committee will focus on how to recruit new Foundation board members.
- The Holiday Evening Committee has also been very active. Chris Haines, chair of the committee, is extremely energetic and enthusiastic. The committee is actively pursuing sponsorship, and "save the date" postcards have already been mailed. The entertainment this year will be *The Beatles* cover band, *The Return*.
- *The Charger 400* fundraising event raised over \$25,000, which will go toward athletic Scholarships.
- The Graduate Academy graduation ceremony and luncheon was held on May 15th. There were 19 participants who graduated from the program this year.
- Mr. Edward "Chip" Hare, the future Interim Vice President of Institutional Advancement, and Ms. Carrie Rinehart, Development Officer, will both be attending the Council for Resource Development (CRD) Boot Camp, which takes place in Washington D.C. from June 2nd to June 14th. The event focuses on fundraising development and leadership.
- Dr. Ross's last Foundation board meeting as acting Interim Vice President of Institutional Advancement will take place on June 20th. Beginning July 1st, the position will transfer over to Mr. Hare. Dr. Ross will then take on the role of Interim Sr. Vice President of Academic Affairs.

PRESIDENT'S
REPORT:

President Valdez reported that The Partnership for Excellence (TPE) has awarded Edison Community College the Silver Level Award recognizing the excellence of the college based on the Malcolm Baldrige Criteria for Performance Excellence. This is the second time the college has submitted an application to TPE, and the second time receiving the Silver Level Award. Edison is the only educational institution in the tri-state area to receive this honor. The awards ceremony will take place on September 16, 2013 in Columbus.

Dr. Valdez also informed the trustees that the annual Nursing Pinning Ceremony took place on May 8th, and was well attended. The Peace Officer graduation ceremony will take place this evening, May 22nd.

The college will experience a zero increase in both healthcare and dental renewals next year,

based on employee usage of benefits. Last year the college had a minus two percent increase. This is a good indication that Edison employees are remaining healthy.

Dr. Valdez relayed to the members of the board that on May 10th he, along with Dr. Patti Ross, Dean of Information Technology and Engineering, attended a “visioning session” with the engineering advisory committee. The meeting was also attended by local leaders in manufacturing. The purpose of the gathering was to discuss marketing tactics and program growth. Dr. Valdez felt this was a very beneficial and enlightening session. Dr. Ross agreed that the session was very well received by the attending parties.

President Valdez has received notice that he has received an appointment to the American Association of Community Colleges (AACC) Committee of Academic and Student Development. This committee is primarily in place to advise the AACC on policy issues and initiatives.

Dr. Valdez also reported that the budget team is working diligently on a budget for the board’s approval. The approval of the operating budget for FY 2013-2014 will appear on the June consent agenda.

MONITORING REPORT:

Mona Walters, Dean of Institutional Planning and Effectiveness, presented a summary of both the annual Employee and Student Satisfaction Monitoring Reports:

- In terms of the annual Employee Satisfaction Survey, 178 Edison employees participated, which was the highest response the survey has received to date.
- The employee survey included 72 statements which looked at the satisfaction of leadership based on the President, Cabinet members and supervisors.
- There was an overall satisfaction rate of 83%, which is three percentage points higher than last year.
- One new component this year involved the “importance selection,” which asked employees to pick statements within each category in terms of what they perceived to be the most important.
- Ms. Walters reviewed the sectors of employee groups and their levels of satisfaction in different areas.
- In terms of the annual Student Satisfaction Survey, students were asked about their satisfaction levels on 25 services relating to the Piqua campus, and 12 services relating to the Darke County campus.
- There was an overall satisfaction rate of 91% on services provided by the Piqua main campus, and an overall satisfaction rate of 92% on services provided by the Darke County campus.
- Ms. Walters reviewed a comparison of survey results dating back to 2004. There was a slight dip in satisfaction in 2012, which was due to a change of when the survey was conducted. Prior to 2012, students had been surveyed at the time of graduation. They are now surveyed at the thirty or more credit hours earned stage.

PRESENTATION:

Mona Walters, Dean of Institutional Planning and Effectiveness, presented to the board the preliminary results of the SOAR focus group responses:

- Ms. Walters distributed to the trustees the “Edison Community College Strategic Preliminary Report; SOAR Focus Group Results.”
- The SOAR process was initiated in order to direct the development of a new strategic plan for the college. The SOAR method focuses on an institution’s strengths, opportunities, aspirations and results. A SOAR Core group, comprised of Edison employees, has been working on this initiative since August of 2012.
- Focus groups comprised of twenty-six relevant stakeholder groups from the

community and within the college were held in January and February of 2013. The focus groups were each conducted by one of twenty-five facilitators and scribes, all Edison employees and members of the SOAR Core group. In total, 199 attendees participated in the focus groups, held during five different sessions.

- Seven identical questions were asked of each focus group. The results of all responses were analyzed by five members of the Soar Core group, including Mr. Scott Burnam, Ms. Kathy Clifton, Ms. Loleta Collins, Dr. Paul Heintz and Ms. Mona Walters, and a label system was developed to help identify common themes. These five members also developed the preliminary report. Ms. Walters went over some of the findings with the trustees.
- Further analysis of the responses will be conducted in the near future in order to identify additional common themes. The themes will be utilized in order to ultimately develop the strategic plan. The anticipated time for completion of the final analysis is May 30, 2013. The goal is to begin the 2014 fiscal year with a new strategic plan on July 1, 2013.

TRUSTEE
REPORTS:

Vice Chair Mehaffie reminded the trustees that the 2013 OACC Annual Spring Conference will be held May 30th and 31st in Columbus. Trustee Mehaffie, along with Trustees Thompson, and Fletcher will be attending the entire conference. Trustee Wendeln will be attending the first day.

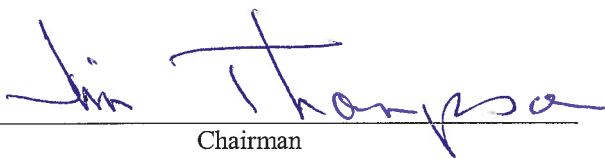
CELEBRATIONS:

Trustee Joslin applauded Dr. Valdez and Edison's staff members on the receiving The Partnership for Excellence Silver Level Award, and congratulated Dr. Valdez on his recent appointment to the AACC Committee of Academic and Student Development.

ADJOURNMENT:

With no further business to come before the board, Chairman Thompson declared the meeting adjourned at 4:43 PM.

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



Chairman



Board Secretary