

Minutes of the regularly scheduled meeting of the board of trustees of Edison Community College, State of Ohio, held at Hartzell Propeller Inc., 1 Propeller Place, Piqua, OH 45356 on March 26, 2014.

CALL TO ORDER: Chairman James W. Thompson called the March meeting of the Board of Trustees to order at 2:20 PM.

ROLL CALL: Present: Marvella Fletcher, Kathleen Floyd, Christopher A. Grove, Robinson W. Joslin, Roger E. Luring, Darryl D. Mehaffie, Thomas P. Milligan, James W. Thompson and Tony Wendeln

LINKING AND LEARNING: Dr. Valdez welcomed Mr. JJ Frigge, Executive Vice President, and Me. Heidi Hennessy, Human Resources Leader, and thanked them and their associates at Hartzell Propeller Inc. for their hospitality in hosting Edison Community College's off-campus March Board meeting. The purpose of this type of meeting is to interact with local businesses in the three-county area in order to gauge their current workforce needs, as well as understand their perceptions of Edison.

Mr. Frigge gave a brief presentation to the trustees as to the history and mission of Hartzell Propeller, and showed a very entertaining promotional piece.

Mr. Frigge and Ms. Hennessy had previously been given the following questions to consider, which relate to issues that the Board is interested in addressing:

1. What do you currently see as the most common barriers to filling the employment needs in your industry as related to technical education training?
2. What are the needs and trends you see impacting your industry?
3. What can Edison Community College do to remove the barriers and address the needs and trends you have indicated?
 - Mr. Frigge and Ms. Hennessy both stated that trained machinists are in high demand, and that there is a shortage, not only in this area, but nationwide.
 - Ms. Hennessy stated that they require their employees to have previous machining experience.
 - Mr. Frigge asked Dr. Valdez how Edison goes about marketing towards potential manufacturing students.
 - Dr. Valdez and Dr. Patti Ross shared with Mr. Frigge and Ms. Hennessy ways that Edison promotes and markets training in manufacturing jobs, and how Edison works with other local industries on curriculum programs as well as internships.

The Trustees, along with President Valdez, thanked Mr. Frigge and Ms. Hennessy for their valuable insight. They also thanked Mr. Frigge for conducting a tour of the facility prior to the Board meeting, as well as providing an excellent lunch.

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

INTRODUCTIONS: Scott M. Burnam, Thomas L. Fryman, David Gansz, Kimberly K. Horton, Linda M. Peltier, Patricia T. Ross and Mona R. Walters, all ECC administrators; Dr. Cristobal O. Valdez, President; Heather M. Lanham, board secretary.

CONFLICT OF INTEREST REVIEW:

Chairman Thompson asked if any of the items on the consent agenda presented a conflict of interest to any of the trustees. Trustee Milligan assured his fellow Board members that he has no association with Milligan Construction Company, referenced in Resolution FY 2014-21, Authorization to Expand Parking Lots #2 & #3, and therefore has no conflict of interest where this resolution is concerned. No other conflict of interest issues were noted.

APPROVAL OF CONSENT AGENDA:

Chairman Thompson presented the following consent agenda items for approval:

1. February 26, 2014 Board Meeting Minutes
2. Resolution FY 2014-20 – Amendment to Revised Edison Community College Vision Statement
3. Resolution FY 2014-21 – Authorization to Expand Parking Lots #2 and #3

Trustee Grove noted a typo in the February 26, 2014 minutes. Vice Chair Mehaffie’s title was incorrectly listed as Chairman. The correction will be made before the minutes are published for public record.

With no other corrections, additions, or deletions to the consent agenda, Trustee Mehaffie moved, seconded by Trustee Grove, for approval of the consent agenda with the amended February 26, 2014 minutes.

On roll call vote with Trustees Mehaffie, Grove, Fletcher, Floyd, 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 February 28, 2014 relays the changes in assets and financial activity for the eight month period of July through February, 2014, and was reported in relation to the forecast for the final four months of the academic year.
- The college is spending less money than was originally budgeted, and less than was spent during the last fiscal year.
- The projected forecast is anticipated to be much better than was anticipated when discussed in June of 2013. Projected annual forecast is a surplus of \$391,000.
- The cash flow and forecasted viability score are both strong.
- The Business and Industry Center net income is forecasted to be slightly negative at the end of the fiscal year, but this will be made up by the subsidy estimate, which is generally how this forecast is assessed.

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

MONITORING REPORT:

Dr. Patti Ross, Sr. VP of Academic Affairs and Mr. Scott Burnam, Vice President of Student Affairs, gave the annual Retention Monitoring Report, and the semiannual Enrollment Monitoring Report.

Retention Monitoring Report

- One aspect of tracking Retention is taking into account students who are “at risk” of not completing a degree or certificate, and how these students are identified
- “At risk” students are generally identified by staff members, other students and parents
- These students might have issues with money, grades, personal issues etc.

- Typically “at risk” students aren’t identified until after they leave campus or as they begin to fail, which is usually too late
- In order to prevent students from falling into this category, one of the most effective methods utilized by the college is assigning students a faculty advisor
- Faculty also submit academic alerts after four weeks, hoping to identify struggling students sooner than later
- Much time has been spent looking at failing students once they have left campus
- Data is currently being accumulated on students who persist to their degree or certificate

Enrollment Monitoring Report

- Enrollment is generally analyzed in terms of headcount and credit hours per term
- Current enrollment initiatives include:
 - Market perception survey to take place this year
 - Media preferences survey to take place next year
 - Utilizing consultants for ad buys
 - Using a retargeting pixel on website
 - Gaining competitive intelligence
 - Enhancing focus on mobile presence
- Other enrollment initiatives include:
 - Ensuring the viability and vitality of Edison’s academic programs
 - Ensuring that our parents and students are aware of the value of what we provide
 - Providing scholarship and internship opportunities

FOUNDATION REPORT:

Kim Horton, Vice President of Institutional Advancement, gave the quarterly Foundation report.

- Ms. Horton gave the trustees an overview of the March 20th Foundation Board meeting and current initiatives:
 - The Department of Institutional Advancement is currently working on updating the priority map, which will be in line with the college’s strategy map
 - The current priority is scholarship dollars and program support dollars
 - The Foundation Executive Committee is now meeting on a monthly basis
 - Ms. Horton has been working with human resources in order to realign the skills and job duties of her staff. Development Officer Carrie Rinehart’s priorities are now being realigned to focus on alumni relations and the annual campaign. Development Associate Julie Slattery will now be the Administrative Assistant to the Vice President.
 - By FY2015, the Department of Institutional Advancement will be able to provide raw data on the following:
 - Tracking the number of unique donors
 - Increased number of engaged alumni
 - Tracking the number of event attendees
- Ms. Horton also reported that her department will be working with a consultation firm by the name of the Hodge Group for the next nine months.
- A possible Capital Campaign will also be developed within the next year. The

college has requested 8.6 million dollars in Capital dollars in the Capital Campaign, and has committed to raising six million on its own. The Foundation will plan a Capital Campaign to raise funds for this match, and the pledge would be realized over a four year time period.

**PRESIDENT'S
REPORT:**

Dr. Valdez reported that the College continues to work closely on STEM initiatives with Piqua City Schools and Upper Valley Career Center. On March 20 Edison will host several area high schools in the first annual College Credit + Summit. Also, the respective boards from Piqua City Schools, the Upper Valley Career Center and Edison Community College will meet at the Piqua High School on March 31st to discuss common initiatives. Dr. Valdez encouraged all trustees to attend.

Dr. Valdez also informed the trustees that he attended the annual Ohio President's meeting, hosted by Senator Sherrod Brown on March 25, 2014. One item discussed at this meeting was the news that the current White House administration is in the process of developing a rating system for all higher education institutions nationwide. Another item discussed was the genesis of student debt.

Dr. Valdez distributed the fourth iteration of the President's Scorecard Work Plan in order to keep the Trustees abreast of his results. There have been improvements in each area, and many of the 29 initiatives have been completed. This document is the companion to the Presidential Work Plan.

President Valdez also introduced the trustees to some of the findings of the economic impact study conducted by Economic Modeling Specialists Intl (EMSI). Dr. Valdez provided the board members with a facts sheet outlining some of the results and informed them that a more in depth report will come out soon and will be released publically.

**TRUSTEE
REPORTS:**

Trustee Mehaffie reported that the All-Ohio Luncheon will be held on Wednesday, April 30th in Columbus. The college has two students on the Second All-Ohio Team. Dr. Valdez stated that these two students will represent the Edison very well.

Mr. Mehaffie also reported that the Governance Institute of Student Success will be held in Columbus April 24th – 25th and will be attended by Chairman Thompson, Trustee Fletcher and President Valdez.

CELEBRATIONS:

Trustee Luring commented that the Career Expo, held on campus on March 18th, and the Chargers 400 event, held on campus on March 20th, went very well.

Trustee Joslin remarked that he had not been present during the February Board of Trustees meeting, and therefore did not have the opportunity to vote on the resolution approving the new mission and vision statements, but that he does approve the new language, and approves the changes that were also made today.

Trustee Joslin also stated that he attended the public presentation given by Brandon Johnson on campus on March 25th and found it very interesting. Mr. Johnson is the facilitator of the HEART of a Leader leadership training program held on campus for Edison employees and community members three to four times a year.

Chairman Thompson stated that Speaker of the House John Boehner held his annual Farm Forum on Edison's campus on March 1st, and a resolution was passed in February recognizing Speaker Boehner's for his efforts. The college prepared copies of the resolution and framed them all for the trustees. The original will be displayed on campus. Chairman Thompson gave

each Trustee a framed copy of the resolution.

PUBLIC COMMENT: Mona Walters, Dean of Institutional Planning and Effectiveness, reminded the trustees that the college will be receiving its AQIP review the first week of April. The reviewers who will be visiting campus have requested a session with any trustee who might be available. Ms. Walters asked the trustees again if they would attend if at all possible. The reviewers will ask about the college's progress with AQIP as reported to the Board. This visit will last three days and is a step towards the reaffirmation of accreditation, which will happen in 2015. The interview of those trustees who are available will occur on April 2nd at 1:15PM.

EXECUTIVE SESSION: Chairman Thompson asked for a motion for the board to go into executive session for the purpose of discussing personnel and collective bargaining matters.

Trustee Joslin moved, seconded by Trustee Grove to go into executive session in compliance with the Ohio Revised Code. On roll call vote with all Trustees voting aye, the chairman declared the motion carried.

Chairman Thompson adjourned to an executive session at 5:07 PM for the purposes stated.

PUBLIC SESSION: Chairman Thompson resumed the public session of the work session at 5:39 PM.

ADJOURNMENT: With no further business to come before the board, Chairman Thompson declared the meeting adjourned at 5:39 PM.

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

Chairman

Board Secretary