

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 November 18, 2015.

CALL TO ORDER: Chairman Darryl D. Mehaffie called the November meeting of the Board of Trustees to order at 2:31 PM.

ROLL CALL: Present: Tamara Baird Ganley, Philip E. Dubbs, Robinson W. Joslin, Darryl D. Mehaffie, Thomas P. Milligan and Tony Wendeln

Absent: Marvella Fletcher, Mark T. Hamler, Gary V. Heitmeyer

PLEDGE OF ALLEGIANCE: Trustee Milligan led the group in the pledge of allegiance.

INTRODUCTIONS: Scott Burnam, Loleta Collins, Lisa Hoops, Ted Long, Bruce W. McKenzie, Patti Ross, John W. Shishoff, Mona R. Walters, all ECC administrators; Marva Archibald, Dr. Paul Heintz, Elisha Hicks, Carolyn Jackson, Sandra Streitenberger, all ECC faculty members; Amy Barr, Andrea Francis, ECC Employees; Keith Martinez and Shawana Jackson, Plante Moran representatives; Dr. Doreen M. Larson, ECC President; Heather M. Lanham, Secretary to the Board.

Mr. Scott Burnam, Vice President of Student Affairs, introduced a new employee Ms. Loleta Collins, Director of Student Services. Mr. Ted Long, Assistant Dean of Excellence and Innovation in Teaching introduced new employee Ms. Lisa Hoops, Director of the Library. Dr. Patti Ross, Sr. Vice President of Academic Affairs introduced new employee Sandra Streitenberger, Assistant Professor of Accounting and Business. The Trustees welcomed each new employee and thanked them for joining the meeting.

RECOGNITIONS: Dr. Doreen Larson asked the marketing team, consisting of Mr. Bruce McKenzie, Ms. Amy Barr and Ms. Andrea Francis, to stand and be recognized. The marketing department was recently named as one of the three finalists of the National Council for Marketing and Public Relations (NCMPR) District 3 Medallion Award for Edison's new website. The team ended up winning the bronze award.

Dr. Larson also recognized four faculty members who were recently awarded the SOCHE Excellence in Teaching Award; Ms. Marva Archibald, Ms. Elisha Hicks, Ms. Carolyn Jackson and Ms. Vickie Kirk.

CONFLICT OF INTEREST REVIEW: Chairman Mehaffie 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: Chairman Mehaffie presented the following consent agenda item for approval:

A. Approval of October 28, 2015 Board Business Meeting Minutes

With no additional corrections, additions, or deletions to the consent agenda, Trustee Wendeln moved, seconded by Trustee Joslin, for approval of the consent agenda.

On roll call vote with Trustees Wendeln, Joslin, Baird Ganley, Dubbs, Mehaffie and Milligan voting aye, the Chairman declared the motion carried.

TRUSTEE
COMMITTEE
REPORTS:

Annual Audit Review

Plante Moran Partner Keith Martinez and In-Charge member Shawana Jackson presented the 2015 audit report to the Board of Trustees.

- Plante Moran has completed their fifth year and final year of a five year contract with Edison Community College.
- As part of their required communications with the College, Plante Moran provided an opinion on FY College financial statements and the College's federal programs.
- The Edison Foundation presented as a component unit.
- There were no significant auditing adjustments identified as a result of the audit procedures.
- There were no disagreements with Management on financial accounting and reporting matters.
- The College was issued an "unmodified opinion" on the financial statements.
- This is the final year of the Plante Moran five year contract. The College will have the opportunity to go out for bid for the next five year contract. Plante Moran would be interested in coming back for another five years if it works out that way.
- Chairman Mehaffie thanked Plante Moran and the Edison staff members involved for doing such a great job with the audit this year.

Finance/Audit Committee Report:

Trustee Wendelen, Chairman of the Finance and Audit Committee, reported:

- The budget report ending October 31, 2015 relays the changes in assets and financial activity for the first four months of FY 2016, and was reported in relation to the forecasted 2016 budget.
- We can now look at projections as to how the fiscal year is currently forecasted to turn out.
- The projected forecast for the end of the fiscal year, ending in June 2016, shows that Student Tuition and Fees has a variance of \$653,000. There are a few reasons for this:
 - The College budgeted Student Tuition and Fee revenue to fall below actual FY15 revenue by approximately \$218,000. To date, revenue as compared to FY15 for the same period are trailing by a total of approximately 11%. This is due in part to a decline in traditional student enrollment, and in part to a shift in the amount of funding the College receives, on average, per CC+ student due to the implantation of College Credit Plus.
 - While Fall credit hour enrollment, overall, is up approximately 3%, this increase is due primarily to increased CC+ enrollment, which increased 42.15%.
 - Currently, Spring enrollment is trailing behind FY15 Spring enrollment by 18.36%. In addition, an increasing number of CC+ credit hours are being taught at the high school at \$40 per credit hour, rather than the traditional on-campus rates.
 - Given current enrollment trends and actual revenue recognized to-date compared to FY 15, the College is projecting an additional 8% decrease in revenue for FY16.
- CFO John Shishoff added that the projection for spring enrollment is still based on limited data. If trends continue as they did at the same time last year, the College will more than likely grow out of some of this deficit.

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

ACADEMIC
SENATE UPDATE:

Dr. Paul Heintz, Academic Senate President, began by thanking the Trustees for the opportunity to speak at the Board meetings. Dr. Heintz reported that two very important committees have recently been formed, the first of which being an ad hoc Equity and Consistency Committee. The main functions of this committee include looking into alleviating some issues that have occurred in the past dealing with inconsistencies, as well as going over policies and procedures. The second group recently formed includes those attending the Student Success Leadership Institute (SSLI). The representatives from Edison will be participating in a year-long initiative with other Ohio community colleges to collaborate on student success initiatives. The SSLI orientation took place on November 17th. Dr. Heintz stated that the entire committee was able to reflect on how Edison is very much ahead of the game, especially compared to some of the other colleges in the state.

DARKE COUNTY
CENTER UPDATE:

Dr. Larson reported on behalf of Mr. Chad Beanblossom, Dean of the Darke County Center, that Edison has a partnership with Darke County Economic Development and Greenville High School to provide adult training opportunities. A major part of the partnership is the use of the Greenville High School advanced manufacturing lab. There is a grand opening today, which is why Mr. Beanblossom was unable to attend the board meeting.

PRESIDENT'S
REPORT:

Dr. Larson reported that the Student Success Leadership Institute (SSLI) of the Ohio Association of Community Colleges (OACC) will develop a network of community college leaders engaged in structured pathways reforms that are aligned with the Completion by Design framework and the Ohio performance-based funding requirements. SSLI teams were chosen based upon community colleges that have demonstrated a commitment to student success through implementation of best practices in service and programs. The SSLI campuses will participate in training and workshops in Pathways Design, workforce partnerships, and cohort models. As stated previously by Dr. Heintz, Edison State was selected as an SSLI participant. Edison's team consists of 11 members; Dr. Larson, Mona Walters, Scott Burnam, Gwen Stevenson, Lisa Hartwig, Carolyn Jackson, Pam Gibellino, Naomi Louis, Becky Telford, Kathy Clifton and Chad Beanblossom. Heather Lanham will fill in as Dr. Larson's alternate when she is unavailable to attend.

Dr. Larson also reported that President's Council has identified three standing committees: Marketing, Enrollment, and Partnerships. The Council has also formed an ad hoc committee to work on issues of equity and consistency in campus procedures related to email, professional leave, mandatory meetings, work space, student complaints, HR investigations, and meeting notifications. The President's Council also reviewed the Employee Satisfaction Survey instrument and process. The Council recommended using the Edison-designed survey for Spring 2016 with a few modifications. The Council is now reviewing two optional commercially designed employee surveys provided by the Professional Association of College Educators (PACE) and Noel-Levitz. The Council will make a recommendation regarding ongoing surveys by early spring 2016.

President Larson also informed the Trustees that Edison State submitted a Capital Request on November 9th. In addition to requesting funds for ongoing maintenance and campus upgrades, a request was submitted for \$2.8 million for a "Campus Entry Renovation Project." The Campus Entry Renovation Project will renovate space in the West Hall to form a highly visible Main Entrance to the buildings, provide space for Career and Veterans Services including shared space for Ohio Means Jobs staff and services, and also construct a new campus road sign.

Dr. Larson also relayed that Trustee Mehaffie coordinated meetings for herself with Lt. Governor Mary Taylor and Mrs. Kasich's Chief of Staff, Laura Jones. Dr. Larson provided

a letter to the Lt. Gov. inviting her to be the College's spring 2016 commencement speaker. Also, a preview of the Edison capital request was provided to several staffers at the Capital.

Dr. Larson was happy to report that Edison State received \$40,000 in funding from Dayton Power and Light (DP&L) to implement a second phase of the "Innovation Academy." The first phase focused on pathways from the K-12 system into STEM-related programs. This second phase includes a partnership with Ohio Means Jobs to reach out to unemployed or underemployed adults to access STEM education using distance learning and part-time programs.

TRUSTEE OPEN
FORUM:

OACC/ACCT Update

- Trustee Joslin stated that he attended the Ohio Department of Higher Education's Annual Trustee Conference on November 5th. He attended two sessions while at the conference; a session dealing with sexual violence on college campuses and a session dealing with saving money.

Celebrations

- Mr. Scott Burnam thanked Chairman Mehaffie for attending the November 14th enrollment event held on campus. Chairman Mehaffie commended the Edison employees working at that event for helping students the moment they walked onto campus.
- Ms. Mona Walters, Dean of Institutional Planning and Effectiveness, celebrated the fact that she submitted a proposal to present at the annual Higher Learning Commission (HLC) conference, and it was recently accepted. This will be her fifth time presenting.

TRUSTEE
COMMENTS:

Chairman Mehaffie thanked Mona Walters for going above and beyond the call of duty.

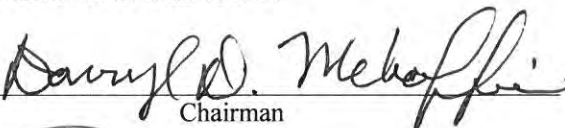
Chairman Mehaffie also thanked Dr. Patti Ross for her many years of service to the College, and stated that she was a wonderful asset to Edison. She will be missed when she retires. Dr. Patti Ross expressed that her retirement is very bitter sweet, and that she will miss Edison very much.

Chairman Mehaffie also thanked Board Secretary Heather Lanham for her hard work, and for sending out information to the Trustees on a Sunday night while she was on vacation.

ADJOURNMENT:

With no further business to come before the board, Chairman Mehaffie declared the meeting adjourned at 3:39 PM.

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


Chairman


Board Secretary