

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 on June 22, 2016.

CALL TO ORDER: Chairman Darryl D. Mehaffie called the June meeting of the Board of Trustees to order at 2:27 PM.

ROLL CALL: Present: Tamara Baird Ganley, Philip E. Dubbs, Marvella Fletcher, Mark T. Hamler, Gary V. Heitmeyer, Darryl D. Mehaffie, Thomas P. Milligan and Tony Wendeln

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

EXECUTIVE SESSION: Chairman Mehaffie asked for a motion for the board to go into executive session for the purpose of discussing personnel issues.

Trustee Baird Ganley moved, seconded by Trustee Wendeln, 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 Mehaffie adjourned to an executive session at 2:29 PM for the purposes stated.

PUBLIC SESSION: Chairman Mehaffie resumed the public session at 2:42 PM.

SPECIAL RECOGNITIONS: President Larson introduced Sean Ford, Executive Director of the Piqua United Way. Mr. Ford presented the College with a \$5500.00 donation to complete the project to replace the playground equipment for the Child Development Center. The College received a grant to begin the project, but did not have enough funds to complete it. The United Way donation will cover the remaining expenses. Mr. Ford thanked Dr. Larson and the College for all they do for the community.

Dr. Larson recognized Chairman Darryl Mehaffie for being inducted into the Association of Ohio Commodores on June 18, 2016. The Association of Ohio Commodores is a group of individuals recognized by the Governor of Ohio with the state's most distinguished honor, *The Executive Order of the Ohio Commodore*. Each year outstanding Ohioans are recognized for their business accomplishment, acumen, and leadership with this prestigious honor. Mr. Mehaffie was one of 22 recognized this year. The Board joined Dr. Larson in applauding this great achievement.

INTRODUCTIONS: Scott M. Burnam, Richard A. Hanes, James E. Lehmkuhl, Bruce W. McKenzie, Shirley R. Moore, John W. Shishoff, Mona R. Walters, all ECC administrators; Dr. Paul R. Heintz, ESCC faculty member; Mr. Sean Ford, Executive Director of the Piqua United Way; Dr. Doreen M. Larson, ESCC President; Heather M. Lanham, Secretary to the Board.

Dr. Larson introduced Mr. Rick Hanes, who was just approved as the new Vice President for Business and Community Partnerships. Mr. Hanes was most recently the Superintendent of Piqua City Schools. He will begin August 1st at Edison. The Board welcomed Mr. Hanes.

Dr. Larson also recognized Dr. Paul Heintz. Dr. Heintz was recently appointed the Interim Vice President of Academic Affairs. Dr. Larson thanked Dr. Heintz for taking on these responsibilities.

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 May 25, 2016 Board Meeting Minutes
- B. Board Action FY 2016 062216 – Approval of Edison State Community College’s Completion Plan
- C. Board Action FY 2016 062216 – Hiring of Personnel – Vice President of Business and Community Partnerships
- D. Board Action FY 2016 062216 – Hiring of Personnel – Director of the Agriculture Program – Lentz
- E. Board Action FY 2016 062216 – Hiring of Personnel – Math Faculty Member – Rowan
- F. Board Action FY 2016 062216 – Hiring of Personnel – Science Lab Coordinator & Science Faculty Member – Reese
- G. Board Action FY 2016 062216 – Appointment of Interim Vice President of Academic Affairs – Heintz
- H. Board Action FY 2016 062216 – Appointment of Director of Nursing – Bobb
- I. Board Action FY 2016 062216 – Ratification of Contract Between ESCC and ESEA, 2016-2019
- J. Board Action FY 2016 062216 – Approval of Additional Faculty Promotion Recommendations FY17
- K. Board Action FY 2016 062216 – Approval of FY 2017 Budget
- L. Board Action FY 2016 062216 – Approval of the Revised Student Handbook Anti-Discrimination & Harassment Policy 3358-3-07
- M. Board Action FY 2016 062216 - Approval of the Revised Student Code of Conduct

Chairman Mehaffie requested that items D, I and K be removed from the consent agenda for further discussion.

With no additional corrections, additions, or deletions to the consent agenda, Trustee Fletcher moved, seconded by Trustee Hamler, for approval of the consent agenda minus the removed items.

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

ITEM D; HIRING OF PERSONNEL, DIRECTOR OF AG PROGRAM, LENTZ

Chairman Mehaffie recognized Brad Lentz for recently being hired as the Director of the new Agriculture Program at the Darke County Campus.

With no additional corrections, additions, or deletions to Board Action Item D, Hiring of Personnel, Director of Agriculture Program, Lentz, Trustee Milligan moved, seconded by Trustee Fletcher, for approval. On roll call vote with Trustees Milligan, Fletcher, Baird Ganley, Dubbs, Hamler, Heitmeyer, Mehaffie, Milligan and Wendeln voting aye, the Chairman declared the motion carried.

ITEM I; RATIFICATION OF CONTRACT BETWEEN ESCC AND ESEA

Chairman Mehaffie noted that he has never been on the Board when the contract between ESCC and the ESEA went so smoothly. He stated that he and Vice Chairman Milligan were very appreciative. Dr. Larson thanked the negotiation team.

With no additional corrections, additions, or deletions to Board Action Item I, Ratification of Contract Between ESCC and ESEA, Trustee Dubbs moved, seconded by Trustee Heitmeyer,

for approval. On roll call vote with Trustees Dubbs, Heitmeyer, Baird Ganley, Fletcher, Hamler, Mehaffie, Milligan and Wendeln voting aye, the Chairman declared the motion carried.

ITEM K:
APPROVAL OF FY
2017 BUDGET

John Shishoff, Vice President of Administration and Finance, stated that the FY 2017 budget is very similar in structure to the FY 2016 budget. The College has been holding down expenses as much as possible and the budget follows that.

With no additional corrections, additions, or deletions to Board Action Item D, Hiring of Personnel, Director of Agriculture Program, Lentz, Trustee Wendeln moved, seconded by Trustee Hamler, for approval. On roll call vote with Trustees Wendeln, Hamler, Baird Ganley, Dubbs, Fletcher, Heitmeyer, Mehaffie and Milligan voting aye, the Chairman declared the motion carried.

PRESENTATION:

President Larson presented the 2016-2018 Strategic Projects. In May of this year, President's Council chose six projects based on the six existing end goals. This six projects include:

1. Multiple Budget Touch-Points
2. Gen 101: Next Generation
3. GPS: Guided Pathways Solutions
4. Multiple Measures
5. Edison Works
6. Ag Program Development

Each of these six projects will be required to be on the agenda of every meeting of the College, if at least only mentioned at each meeting.

TRUSTEE
COMMITTEE
REPORTS:

Finance/Audit Committee Report:

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

- Viability score is up from 3.6 to 3.8.
- Projection is improved from the ten month report.
- Student tuition and fees is up \$76,000.
- The projected annual forecast is \$17.2 million on the income side with a bottom line of \$372,000.
- Some of the expenses were reduced due to actual spending in the month of May falling below expectations.
- The expectation is that the College will finish in the black.

Treasurer Updates:

CFO John Shishoff informed the Trustees that the FY17 budget includes a 2% raise for faculty and staff. He also informed the Trustees that the College received \$13,581 for the insurance claim for extra expenses incurred after the catastrophic power outage in December.

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

FACULTY
SENATE
UPDATE:

Dr. Heintz, Academic Senate President, reported that summer classes are three weeks in and there have been no incidences thus far. Things are running smoothly.

DARKE COUNTY
CENTER UPDATE:

Mr. Chad Beanblossom, Dean of the Darke County Center, was absent from the meeting. The following report was given on his behalf by Dr. Larson:

- Brad Lentz has been hired as the new Ag Program Director
 - 20 years of teaching experience with Ansonia Schools as Ag teacher
 - Darke County resident
 - Experience in agriculture education, sales, small business development, etc.
 - Already has several relationships within the agriculture industry
- DCC is starting a new Equipment Maintenance Technology certificate program at Greenville HS Career Tech Center
 - 30 credits over 4 semesters
 - Major need in Darke County and surrounding region

PRESIDENT'S
REPORT:

Dr. Larson gave the Trustees her 2016-17 Goals for President, based on feedback from the Executive Committee. Her goals include:

- Strengthen the Edison Foundation
- Maintain a sound budget
- Improve student success
- Increase enrollment
- Continue Business outreach
- Pursue cost savings through partnerships with other colleges
- Maintain consistent Board communication
- Support progress on the 6 Strategic Projects

Dr. Larson also gave the Trustees the following enrollment updates:

- Summer credit hours +10% and headcount +10%
- Fall credit hours +10% and headcount +15%
- Both semesters have an increase in new students of over 10%
- Summer increases directly tied to College Credit Plus enrollment
- Fall increases are more mixed
- Using Blackboard outreach services and will have a report in middle of the fall term on results
- DCC campus has enrollment increases for summer and fall

President Larson updated the Board on the current initiatives and endeavors of the Edison Foundation:

- The Foundation has elected to keep Fifth Third bank as its investment broker
- The Foundation assets reported at just under \$2 million
- Dr. Larson will enter a new service reimbursement agreement with the Foundation beginning with FY 2016-17 to reduce chargeback payments from 20% to 5% for 5 years.
- The College's Atrium, outside the theater, will be dedicated to former president Dr. Kenneth Yowell on September 9, 2016. The Foundation subcommittee has set a goal of \$20,000 for the project and is actively soliciting donations.
- The Holiday Evening preliminary plans are complete. Dr. Larson and her husband Len will help sell table tickets throughout the summer with a goal of selling 10 tables.
- The Holiday Evening fundraising goal is \$50,000.
- Next year, 2017 will mark the 20th Anniversary of the Edison State Holiday Evening and plans for a special event are already in motion.

Dr. Larson informed the Trustees of the tentative agenda for the 2016 Board Retreat:

- The Board Annual retreat will be held on August 24 at the Piqua Country Club.

- The retreat will run from 8:30 to 4:30 and will include the required annual ethics training.
- The retreat will also include some time to work with the Cabinet members.
- At 5:00 Dr. Larson will host a dinner at the Country Club for Board members and spouses.
- Dr. Larson requested that ideas and topics for this retreat be sent to her, and to remember that Trustee Mehaffie is a BIG fan of icebreaking activities.

President Larson shared with the Trustees her most recent Professional Development activities:

- A team from Edison State – Doreen Larson, Mona Walters, Paul Heintz, and Todd Brittingham will attend the CQIN (Continuous Quality Improvement Network) conference in Denver, CO the first week of August. This conference will focus on the use of data in campus improvement and will tie directly in with our 6 Projects.
- Doreen Larson and Mona Walters are also presenting at the CQIN Conference
- Dr. Larson will complete her graduate course in Presidential Leadership for College Advancement on the Harvard campus the first week of July.
- Dr. Larson will attend the AACC Summer Board retreat the last week of July and will continue to work on the Joint Diversity Statement between the ACCT and AACC.
- Dr. Larson has been named the Co-Chair of the AACC Committee on Diversity, Equity and Inclusion and also named to the AACC Commission on Governmental Relations.
- Nursing Program Administrator, Jill Bobb will attend the Summer Chair Academy in July.

TRUSTEE OPEN FORUM:

OACC/ACCT Update

- Trustee Dubbs attended the OACC Annual conference this month and gave the Board an overview of some of the sessions that he attended.
- Dr. Larson informed the Board that OACC President Jack Hershey presented the "OACC Year in Review." She has requested the PowerPoint for the Board Retreat.
- Dr. Larson attended her first meeting of the OACC College Credit Plus President's Task Force. They have been tasked with clarifying the CC+ guidelines.
- Trustee Fletcher participated in an ACCT Governance and By-Laws Committee conference call. The committee is making progress.
- Trustees Mehaffie, Milligan and Fletcher are attending the 2016 ACCT Congress in October, along with Dr. Larson and Heather Lanham. Any other Trustee wanting to attend should let Ms. Lanham know soon.
- Dr. Larson stated that the joint Diversity Committees of the ACCT and AACC continue to work hard.

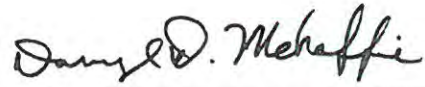
Trustee Comments

- Dr. Larson asked that the Trustees keep Linda Peltier and her husband Jim in their thoughts and prayers, as her husband is very ill and receiving treatment.

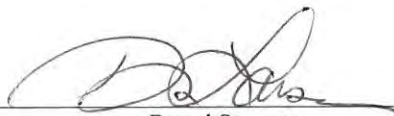
ADJOURNMENT:

With no further business to come before the board, Chairman Mehaffie declared the meeting adjourned at 3:40 PM.

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

Handwritten signature of David D. Meheffie in cursive script.

Chairman

Handwritten signature of the Board Secretary in cursive script.

Board Secretary