

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 February 28, 2018.

CALL TO ORDER: Chairman Thomas P. Milligan called the February meeting of the Board of Trustees to order at 2:31 PM.

ROLL CALL: Present: Tamara Baird Ganley, Gary J. Bensman, Philip E. Dubbs, Darryl D. Mehaffie, Thomas P. Milligan, James C. Oda

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

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

INTRODUCTIONS: Richard A. Hanes, Dr. Paul R. Heintz, Dr. Tracey Anthony Human, John W. Shishoff, Christopher D. Spradlin, Mona R. Walters, all ESCC administrators; Dr. Doreen M. Larson, President; Heather M. Lanham, Secretary to the Board

TRUSTEE RESPONSIBILITIES: Chairman Milligan asked that the Trustees review the commitment of the board and College's mission statement.

Chairman Milligan 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 Milligan presented the following consent agenda item for approval:

- A. Approval of January 24, 2018 Board Meeting Minutes
- B. Board Action FY 2018 022818 – Approval of Textbook Selection Policy for Faculty

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

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

TRUSTEE EDUCATION: Ms. Mona Walters, Associate Provost, Institutional Planning, Effectiveness & Accreditation, gave the Trustees an overview of the SSLI State Reports and External Benchmarks

ACADEMIC SENATE REPORT: Provost Chris Spradlin reported on behalf of Academic Senate Chair, Elisha Hicks:

- A discussion of the textbook selection policy took place at the last Faculty Senate meeting.
- Faculty Senate also discussed CLEP scores.
- Faculty Senate also discussed the administrative withdrawal process of students who end up not coming to class. The revised process has basically been determined, but has not yet been confirmed. It will be brought to the next senate meeting for a vote.

PRESIDENT'S
REPORT:

Dr. Larson updated the Trustees on current initiatives relating to personnel, enrollment, student success, facilities, the Edison State Foundation, workforce and the College's budget.

Dr. Larson informed the Trustees of the following upcoming events:

- February 28 Honda information session
- March 3 Farm Forum
- March 11 Miami County Republican Conference
- March 14 Community Focus groups
- March 15 Charger Reverse Raffle
- March 20 – 23 ACCT GL Institute – San Antonio, TX
- March 26 All College meeting
- March 28 Pizza with the President

Dr. Larson gave the following personal recognitions and expressions of gratitude:

- The team of Stacy Bean, Morgan Abney, Christina Raterman, and Amber Selhorst, who were critical supports to the success of the Troy Career Connect day at Edison State.
- Special thanks to James Lemkuhl for his assistance in all of the departmental mini-retreats. These meetings lasted for over an hour and half and 20 meetings will have been completed by March. James has been able to share information and educated faculty and staff on budget processes. He is open to suggestions and is thorough in his follow up.
- In addition to the facilities projects, many thanks to the facilities crew for the set up and tear down associated with the myriad of events on campus. They often have to tear down and reset in the same day and they are always a pleasure to work with.
- Thanks to the IT crew that sets up technology and then responds to the calls for help that occur on an ongoing basis throughout any event.
- Special thanks to Julie Slattery for juggling event coordination, fund-raising campaigns, Foundation meetings and workforce outreach.

TRUSTEE
COMMITTEE
REPORTS:

Finance/Audit Committee Report:

CFO John Shishoff, on behalf of, Trustee Fletcher, Chairman of the Finance and Audit Committee, reported:

- The SB6 ratio is at 3.8 without GASB 68.
- The Ohio Department of Higher Education (ODHE) have calculated Edison State's SB6 ratio at 5.0 based on the College's audit reports. This is the highest score that can possibly be earned.
- Statement of changes in net assets, there is not really any change from in the Statement of Changes in Net Assets from FY17 to FY18; revenue is down and expenses are up.
- The projected forecast for end of year is currently at \$58,836, based on a model that predicts the lowest that we might possibly go. This will more than likely improve by the end of the year.
- The Statement of Net Positions indicates no significant change from this same time last year.
- The statement for the Center for Workforce Development and Education indicates a negative bottom line, which does not include their academic revenue. This remains about the same as this time last year.

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

Treasurer Updates:

CFO John Shishoff, reported:

- An update on the progress of the design and construction timeline of the new Robinson Career Center.

TRUSTEE OPEN FORUM:

OACC/ACCT

- Chairman Milligan reminded the Trustees that the ACCT Governance Leadership Institute (GLI) will take place in San Antonio, Texas March 21-23. He will be attending, along with Trustee Mehaffie, President Larson and Heather Lanham. The intent is for this institute to assist in directing the process of updating the Board's policy manual.

Trustee Comments

- On March 13th, Trustee Mehaffie and Dr. Larson will be attending a reception for the Ohio Poet Laureate at the Governor's Mansion in Columbus. The Ohio Poet Laureate was selected by the Ohio Arts Council and appointed by the Governor.

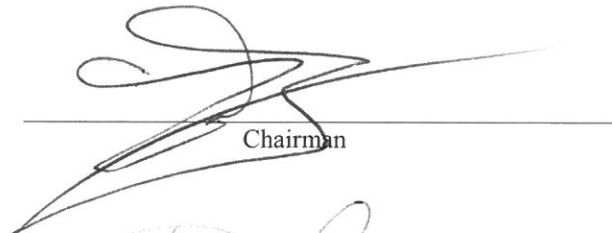
Agenda Recommendations

- Due to the fact that security issues continue to be at the forefront with institutions of education across the country, Chairman Milligan asked for an additional update at one of the near future board meetings on Edison State's safety procedures. The Trustees would also like some kind of a manual as to what Edison State's key security processes are.

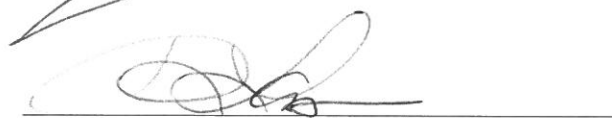
ADJOURNMENT:

With no further business to come before the board, Chairman Milligan declared the meeting adjourned at 4:02 PM.

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



Chairman



Board Secretary