

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 May 23, 2018.

CALL TO ORDER: Chairman Thomas P. Milligan called the May meeting of the Board of Trustees to order at 2:30 PM.

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

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

INTRODUCTIONS: Jill E. Bobb, Mary C. Bornhorst, Dr. Paul R. Heintz, Dr. Tracey Anthony Human, James E. Lehmkuhl, John W. Shishoff, Christopher D. Spradlin, Mona R. Walters, all ESCC administrators; Dr. Doreen M. Larson, President; Heather M. Lanham, Secretary to the Board; Brady Wise, former ESCC student

SPECIAL RECOGNITIONS: President Larson introduced former student, Brady Wise, who graduated from the nursing program in 2017. Mr. Wise currently works as an intern at Dayton Children's Hospital, and is the hospital's 2018 Nursing Excellence Honoree for Outstanding New Graduates. The trustees congratulated Mr. Wise on this accomplishment.

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 April 25, 2018 Board Meeting Minutes
- B. Board Action FY 2018 052318 - Approval of Full-Time Faculty Promotion Recommendation, Academic Year 2018-19
- C. Board Action FY 2018 052318 - Hiring of Personnel: Computer Information Technology Faculty - Smith
- D. Board Action FY 2018 052318 - Hiring of Personnel: Medical Assistant Faculty - Koors
- E. Board Action FY 2018 052318 - Approval of Edison State Community College Procurement for Federal Awards Policy

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

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

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 gave the following personal recognitions and expressions of gratitude:

- Thank you to trustees Mehaffie, Milligan, Baird-Ganley, Dubbs, Bensman, Oda, and Fletcher for attending Edison State's 2018 Commencement ceremony.
- Thank you to Heather Lanham, Harold Hitchcock, and Amber Selhorst for leading the coordination, planning, budgeting, and implementation of a memorable and enjoyable Commencement event.

TRUSTEE
EDUCATION:

Ms. Mona Walters, Associate Provost, Institutional Planning, Effectiveness & Accreditation, presented on the 2018-2020 College Completion Plan. Ms. Walters handed out copies of the Completion Plan for the trustees to review over the next month. The plan will come to the board again at the June 27th meeting for formal approval. The approved document will then be submitted to the state by June 30th.

TRUSTEE
COMMITTEE
REPORTS:

Finance/Audit Committee Report:

Trustee Marvella Fletcher, Chairman of the Finance and Audit Committee, reported:

- Forecasting a positive balance of \$43,170 as of April 30, 2018.
- The composite score is 3.9 without GASB 68.
- Cash flow is \$271,793 greater than this same time last year.
- The Center for Workforce Development & Education report shows a loss, which is not uncommon. The college receives revenue through this department when companies pay for instructors to train employees.

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

Treasurer Updates:

CFO John Shishoff, reported:

- Mr. Shishoff went over each financial document with the trustees.
- The SB6 without Gatsby is 3.9, which is the same as last month.
- Cash flow is slightly higher than this same time last year.
- Mr. Shishoff showed the trustees a photo of what the new entrance sign will look like.
- The target construction date for the new Robinson Career Center is July 30th. Bids are due by June 4th.

Trustee Executive Committee Reports:

Chairman Milligan reported:

- The Executive Committee met with Dr. Larson to review her annual evaluation.
- The Executive Committee also discussed the board's policy manual revision. The board will receive training during the annual retreat in August as to processes and procedures, and policy governance.
- The Executive Committee will meet again to look at the policies, to ensure that the board policies align with the college policies.

TRUSTEE OPEN
FORUM:

ACCT

- Trustee Mehaffie reminded the board of the upcoming ACCT Annual Leadership Congress, which will take place the week of October 22, 2018. As of now, Trustees Milligan, Mehaffie, Fletcher and Baird Ganley will be attending, along with Dr. Larson and Heather Lanham.

OACC

- Trustee Dubbs reminded the board of the upcoming OACC Annual Conference,

which will take place June 7th and 8th at Marion Tech. Trustees Dubbs, Heitmeyer, Mehaffie and Baird Ganley will be attending along with Dr. Larson.

- The board will be speaking to Jack Hershey soon about improving the services provided by OACC.

Trustee Comments

- Trustee Baird Ganley thanked Dr. Larson, Heather Lanham, and the marketing department for submitting the OACC awards nomination packet, nominating Pat and Thom Robinson for the OACC 2018 *Terry M. Thomas Friend of Community Colleges Award*.
- Trustee Oda commented that the commencement ceremony went like a well-oiled machine and commended Dr. Larson.
- Trustee Dubbs stated that he liked having a former Edison State graduate address the graduates as the keynote speaker.

Celebrations

- Trustee Heitmeyer recognized the upcoming Memorial Day holiday.
- Trustee Fletcher just watched her oldest granddaughter graduate.
- Trustee Bensman just had a great-grandchild born.
- Trustee Mehaffie stated that the board needs to continue to look at the success of Edison State's students, faculty and staff. Edison's professionals should be celebrated for helping with the success of the students.

EXECUTIVE SESSION:

Chairman Milligan asked for a motion for the board to go into executive session for the purpose of discussing personnel matters.

Trustee Mehaffie moved, seconded by Trustee Bensman, 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 Milligan adjourned to an executive session at 3:21 PM for the purposes stated.

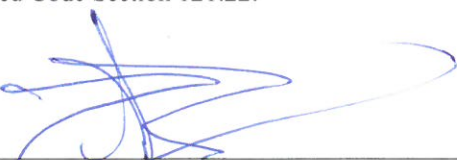
PUBLIC SESSION:

Chairman Milligan resumed the public session at 4:56 PM.

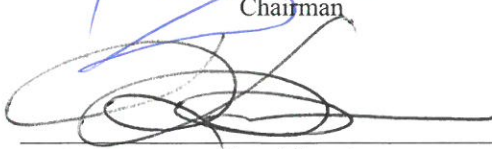
ADJOURNMENT:

With no further business to come before the board, Chairman Milligan declared the meeting adjourned at 4:57 PM.

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



Chairman



Board Secretary

