

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 February 18, 2015.

CALL TO ORDER: Chairman Darryl D. Mehaffie called the February meeting of the Board of Trustees to order at 2:29 PM.

ROLL CALL: Present: Philip E. Dubbs, Marvella Fletcher, Tamara Baird-Ganley, Darryl D. Mehaffie, Thomas P. Milligan, James W. Thompson and Tony Wendeln

Absent: Robinson W. Joslin

Chairman Mehaffie made note that Trustee Joslin would not have been absent at the February meeting, had the date not been changed from the original meeting date of February 25, 2015.

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

INTRODUCTIONS: Scott M. Burnam, Thomas L. Fryman, David Gansz, Kimberly K. Horton, Linda M. Peltier, Kathi Richards, Patricia T. Ross, John W. Shishoff, and Mona R. Walters, all ECC administrators; Dr. Karen E. Rafinski, ECC Interim President; Heather M. Lanham, secretary to the Board.

OATH OF OFFICE: Newly appointed Trustee Tamara Baird-Ganley was given the official Oath of Office by Dr. Rafinski. Ms. Baird-Ganley's term is from February 6, 2015 through January 17, 2021.

TRUSTEE EDUCATION: Ms. Kathi Richards, Director of Financial Aid, gave a presentation on Financial Aid processes. She gave the Trustees an overview of the following systems:

- The make-up of the financial aid department's staff
- A breakdown of the 2013-2014 financial aid year in terms of:
 - Title IV (Federal) Student Aid Processes
 - Title IV (Federal) Student Aid Disbursements
 - Number of Recipients
 - Amount Dispersed
- Behind the scenes work in terms of:
 - Communication with students
 - Consortiums
 - Pell Lifetime Eligibility Usage (LEU)
 - Subsidized Loan Eligibility Limits
 - V4 V5 Verifications/Reporting
 - Comment Codes 359/360
 - Intake documents
 - Processing timesheets/monitor remaining eligibility
 - Multiple disbursements for one-term loans
 - 30 day hold 1st year, 1st time borrowers
- Recent financial aid developments
 - 2nd Pell Lock-in
 - No-Shows
 - Never Attended but not identified as no-show
 - Default Intervention Program (upcoming)

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:

1. January 28, 2015 Board Re-Organization Meeting Minutes
2. January 28, 2015 Board Meeting Minutes
3. Board Action – Appointment of Full-Time Executive Director of the Darke County Center
4. Board Action – 3358-2-01 through 3358-2-36 – Board of Trustees Section of Institutional Policy

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

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

TRUSTEE COMMITTEE REPORTS:

Finance/Audit Committee Report:

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

- The budget report ending January 31, 2015 relays the changes in assets and financial activity for the first seven months of FY 2015, and was reported in relation to the forecast for the next five months of the academic year.
- The general fund income expenditures show that the College is operating at a deficit. The forecast for year-ending June 2015 is slightly negative from when the budget was developed in 2014. The general fund now projects a deficit of \$79,000.
- The change in net position report, compared to this same time last year, does not show a lot of difference.
- Looking at the actual year-to-date compared to the same time in 2014, the forecast is down by about one million dollars.
- The projected annual forecast, which includes the last five months of the fiscal year, projects a \$348,000 surplus. The caveat is that this is dependent upon receiving Capitol funding. The College must be approved to receive Capitol funding, and Capitol funding must be spent on Capitol projects.
- The forecast at this point projects that the College will break even. Without the Capitol projects, the College would show a deficit.
- Cash flow is in very good shape.
- The projected viability score is still in a good range at 3.8.
- Student tuition and fees is slightly down from last month's forecast.

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

New Committee Structure

- Chairman Mehaffie reported that, since the Board is still waiting on two new Trustee appointments, he will hold off making new committee assignments.
- Vice Chairman Milligan stated that the Trustees will continue their current committee assignments until the new appointments are made.

MONITORING
REPORT:

Chairman Mehaffie reminded the Trustees that the Monitoring Reports is now a written report submitted six times a year. The current Monitoring Report was distributed to the Board prior to the Board meeting. The authors are available in the event there are questions.

The December Monitoring report centered around Ends Statement #6, Innovation/CQI. The written report was authored by:

- Scott Burnam, Vice President of Student Services
- Patti Ross, Sr. Vice President of Academic Affairs
- Mona Walters, Dean of Institutional Planning & Effectiveness

COLLEGE SEAL:

Dr. Rafinski informed the Board of Trustees that the College had not used an official seal since it was converted from a technical school in the early 70's. She felt that it was time to establish a new seal.

Director of Marketing and Communications, Bruce McKenzie, worked on several designs, incorporating various aspects of the college into the drafts. A final selection of three drafts were presented to the college as a whole. Each employee was given the opportunity to voice their opinion on their favorite design. The three designs were then presented to the Trustees.

The designs included:

1. The depiction of a hand that turned into the image of a light bulb, surrounded by the words "Edison Community College, 1973"
2. Two hands encircling a light bulb, surrounded by images of laurels and the words "Edison Community College, 1973"
3. An image of The Emerson Center in front of a portrait of Thomas Edison, surrounded by the words "Edison Community College, 1973 and Piqua, OH"

Fifty percent of those staff members who voice their opinions chose design #3. This information was given to the Board along with the images of the three drafts. The Board also agreed that the third design would be favorable. They requested that "State" be added to Edison Community College, and that "Piqua, OH" be removed in the final draft. The Trustees asked that the College use their recommendations as guidelines, but to go ahead and decide on the ultimate final design.

The final version of the College seal will be presented to the Board at the March Board of Trustees meeting.

PRESIDENT'S
REPORT:

Dr Rafinski reported that a new state task force will examine how Ohio's public colleges and universities can hold down costs and be more efficient. Republican Gov. John Kasich joined college presidents at a meeting at the Statehouse on February 17th, where he signed an executive order creating the nine-member panel. Kasich will appoint five people to the group, while legislative leaders will pick four members. The task force is expected to complete its work and issue a report by Oct. 1. The governor's two-year budget calls for capping tuition increases in 2016 at 2 percent and freezing tuition rates in 2017. It also would create a \$120 million fund aimed at reducing accumulated student debt. Dr. Rafinski will be bringing a 2% tuition increase recommendation to the Board of Trustees in the March meeting along with some suggested changes in lab and class fees.

Dr. Rafinski relayed that she, along with Sr. Vice President of Academic Affairs, Dr. Patti Ross, will be attending the Sidney-Shelby County Chamber of Commerce Annual Dinner on February 26th. The event is held at the Palazzo in Botkins, OH.

Dr. Rafinski also reported that she, along with Chairman Mehaffie and Vice Chairman

Milligan, attended the National Legislative Summit in Washington from February 9th through February 12th. The attendees listened to presentations by ACCT and legislative leaders, and visited with Speaker Boehner, Senators Portman and Brown, and Representative Jim Jordan's office. Two green sheets were circulated this year; one with the controversial free tuition for the first two years of college, and the other the legislative priorities. These sheets were distributed to the rest of the Board. The blue sheet, which lists all of the federal funding received by Edison in FY 15, was also distributed to the Board. These documents were used when Dr. Rafinski and the Trustees visited with the legislators.

Dr. Rafinski reported that the College has submitted a competitive federal grant called the Student Support Service Program grant that will identify a cohort of 140 at-risk students and provide assistance for them to complete college and broaden their college experience. She is hopeful that a positive outcome will happen in the summer months enabling the College to secure this grant to help students succeed. A new Title III grant is currently being written that will be due in the April-May timeframe. Again, this is a competitive grant to the federal government to help the College address weaknesses and position it for the future. It will allow the College to have an endowment matching program, dollar for dollar up to a maximum of \$400,000. This would create an \$800,000 fund within the Foundation to help the College address future needs.

Dr. Rafinski relayed that she continues to develop and execute a governance model for a Faculty Senate and a Staff Senate to open the lines of communication and to create an opportunity for employees to provide their input about the college. The hardest part of governance is working on it daily to help provide a tool for shared decision making.

TRUSTEE OPEN FORUM:

OACC/ACCT Update

- Chairman Mehaffie informed his fellow Trustees that the OACC Legislative Day will take place on Wednesday, March 11th. Chairman Mehaffie will set appointments for the Trustees attending to meet with the local legislators during the day. There will also be a reception held later in the evening.
- Chairman Mehaffie asked that Vice Chairman Milligan give an update on the 2015 ACCT National Legislative Summit, attended by the Chairman, Vice Chairman and Dr. Rafinski.
 - Vice Chairman Milligan reported that this year's Summit was particularly worthwhile, given President Obama's recent State of the Union Address, where he proposed the concept of nationwide "free community college."
 - The representatives from Edison, along with representatives from Clark State and Cincinnati State, met with Speaker of the House Boehner. Speaker Boehner was very receptive to year-round Pell grants.
 - Vice Chairman Milligan stated that overall the Summit was a very good experience.
 - Dr. Rafinski thanked both Trustees for attending.

Trustee Comments

- Trustee Philip Dubbs informed the Board that he had recently met with former Trustee Kathleen Floyd. Mrs. Floyd asked Trustee Dubbs to relay three messages to the Board; she very much enjoyed working with everyone, she would like for the College to drop the search for a new President and hire the Interim, and her doctor has just given her permission to begin driving again.
- Chairman Mehaffie asked for an update on faculty member Brian Leingang's son, Eli.
 - Dr. Rafinski informed the Board that Mr. Leingang's son Eli has been diagnosed again with leukemia, having been in remission for fourteen months. The College has been fundraising for the Make a Wish Foundation, per the Leingang's request. Chairman Mehaffie suggested that the Trustees

donate to the fund, if they are so inclined to do so.

Celebrations

- Chairman Mehaffie took a moment to thank Trustee Jim Thompson for all of his years of service to Edison Community College. Mr. Thompson's term as Trustee was officially up on January 17, 2015. He was able to serve for 60 days beyond the expiration of his term, and was asked to do so by Chairman Mehaffie, as an alternate Trustee had not yet been appointed. The February meeting will be Trustee Thompson's last meeting. Trustee Mehaffie stated that Mr. Thompson has been on the Board for a number of years, and has done much for the College. Mr. Mehaffie declared that Mr. Thompson has grown much over the past few years, and has served the Board very well. He has been very active in the community, as well as nationally, serving on ACCT's Governance and Bi-Laws Committee. Chairman Mehaffie thanked Trustee Thompson for his years of service, and presented him with a commemorative vase. All Trustees gave Mr. Thompson a standing ovation.

Agenda Recommendations

- Dr. Rafinski informed the Trustees that she would be presenting a lab fee schedule during the March Board of Trustees meeting.

PUBLIC COMMENT:

Ms. Kim Horton, Vice President of Institutional Advancement, on advisement from Dr. Rafinski, asked the Governing Board for assistance in growing the Foundation Board. Ms. Horton requested that each Board member give input on prospective members to the Foundation Board, and handed out a form for recommendations. Ms. Horton also invited the Trustees to call her office with any potential recommendations.

EXECUTIVE SESSION:

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

Trustee Thompson moved, seconded by Trustee Baird-Ganley 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 3:56 PM for the purposes stated.

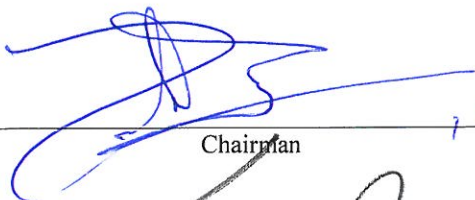
PUBLIC SESSION:

Chairman Thompson resumed the public session of the work session at 4:54 PM.

ADJOURNMENT:

With no further business to come before the board, Chairman Mehaffie declared the meeting adjourned at 4:54 PM.

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



Chairman, vice chairman



Board Secretary