

OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
APRIL 7, 2015 ~ MINUTES

A meeting of the Board of Trustees was held in the Board Room, Administration Hall, on the Owens Community College Toledo Campus.

Call to Order – Chair Rich Rowe called the meeting to order at 12:35 p.m. and directed the record to show the meeting was held in accordance with the Ohio Revised Code and the policies of the Board of Trustees.

Roll Call – Roll call was taken, and the following members were present: Mary Beth Hammond, Srinivas Hejeebu, Edwin Nagle, Rich Rowe, Diana Talmage and Thomas Uhler (6).

Approval of the Minutes of the Board of Trustees – The minutes of the February 3, 2015, regular meeting and the March 13, 2015 special meeting were provided. The Chair declared the minutes approved as circulated.

2015-2016 Board of Trustees Meeting Schedule – Chair Rowe presented and accepted the 2015-2016 Board of Trustees meeting schedule.

Finance Committee Report – Mr. Nagle reported the Finance Committee met on February 11, 2015 and on March 12, 2015. He commented that the Finance Committee is scheduled to meet in April; however, due to a schedule conflict, he suggested cancelling the April meeting. The next Finance Committee meeting is scheduled for May 14, 2015.

President's Report – President Mike Bower presented his activity report for February and March. He commented on meeting with superintendents with respect to high school student needs, and he recognized Student Services staff for facilitating a breakfast for area superintendents on March 20, 2015. He recognized the Findlay Campus faculty for facilitating a brunch for students on April 1, 2015. He commented on welcoming educators and community members to the 19th annual State-of-the-State Conference on March 19, 2015 featuring issues of equity, opportunity and diversity. He also recognized the faculty, staff and advisory committee members of the Occupational Therapy Assistant program for their participation in the March 31 through April 1, 2015 visit of the reviewers from the Accreditation Council for Occupational Therapy Education.

Vice President of Academic Affairs Report – Steve Robinson, Vice President of Academic Affairs, announced new articulation agreements with Salem International University, Bowling Green State University and Lourdes University. He announced the College's Magnetic Resonance Imaging program is the first community college in the nation to receive accreditation from the Joint Review Committee on Education in Radiologic Technology. He commented that the College is currently advertising for a Dean, School of Nursing and Health Professions to prepare for the retirement of Dean Dawn Wetmore this summer.

Workforce and Community Services Report – Brian Paskvan, Executive Director of Workforce and Community Services, provided an update of the structure, training, programs and involvement of Workforce and Community Services and the Center for Emergency Preparedness.

Personnel and Financial Reports – Jack Witt, Vice President of Human Resources and Administration, presented the financial statements for the period ending February 28, 2015. He commented on the cost savings of implementing voluntary furlough for non-bargaining employees who elected to participate. He commented on a recommendation for the award of construction contracts for the College Hall Renovation – Admissions Center. At the conclusion of his report, Chair Rowe accepted the submitted financial statements.

EXECUTIVE SESSION

Chair Rowe announced an executive session for discussion of personnel issues pursuant to the employment of public employee(s), matters of pending or imminent litigation, collective bargaining and for a status report for the sale of property. Mr. Nagle made a motion to adjourn to executive session as specified. Ms. Talmage seconded the motion, and the Chair called for a roll call vote. Roll Call: Mary Beth Hammond, yea; Srinivas Hejeebu, yea; Edwin Nagle, yea; Rich Rowe, yea; Diana Talmage, yea; and, Thomas Uhler, yea (6).

Upon return from executive session, roll call was taken and the following members were present: Mary Beth Hammond, Srinivas Hejeebu, Edwin Nagle, Rich Rowe, Diana Talmage and Thomas Uhler (6).

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Employment of Personnel:

RESOLUTION 2015-04-07-07

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following persons, in compliance with Affirmative Action Guidelines established by the College, be approved by the Board of Trustees:

NAME: Tiffany Christensen
ADDRESS: Bettsville, OH
EDUCATION: Graduate of Otsego High School
EXPERIENCE: Four years of experience working in an office.
ASSIGNMENT: Administrative Assistant, Advising (Findlay)

Mr. Nagle made a motion to approve the resolution, which was seconded by Ms. Talmage. Following a voice vote, the motion was adopted.

RESOLUTION 2015-04-07-08

BE IT HEREBY RESOLVED that the recommendation of the President to revise the assignment on the basis indicated below be approved by the Board of Trustees:

<u>NAME</u>	<u>ASSIGNMENT</u>
Heidi Altomare	Project Manager, OhioTech Net Consortium (Grant-Funded)
David Cantor	Manager, Photography Darkroom

Ms. Hammond made a motion to approve the resolution, which was seconded by Ms. Talmage. Following a voice vote, the motion was adopted.

RESOLUTION 2015-04-07-01

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following persons, in compliance with Affirmative Action Guidelines established by the College, be approved by the Board of Trustees:

NAME: Jacquelyn Berger
ADDRESS: Bowling Green, OH
EDUCATION: Master of Education, with a major in Higher Education Administration, from Tiffin University; Bachelor of Science in Education, with a major in Integrated Language Arts Education, from Bowling Green State University
EXPERIENCE: Two years of experience in college setting
ASSIGNMENT: Coordinator, Student Activities (Partially Grant-Funded)

NAME: Rene Downour
ADDRESS: Oregon, OH
EDUCATION: Master of Science, with a major in Management, from Spring Arbor University; Bachelor of Education, with a major in Early Childhood Education, from the University of Toledo
EXPERIENCE: Seven years of experience in K-12 education and post-secondary education
ASSIGNMENT: ABLE* Instructor, Staff Development and Curriculum (Grant-Funded)
*ABLE – Adult Basic and Literacy Education

NAME: Yasmine Shasteen
ADDRESS: Whitehouse, OH
EDUCATION: Master of Management, with a major in Management: Leadership, from Tiffin University; Bachelor of Business Administration, with a major in Management: International Business, from Tiffin University
EXPERIENCE: Five years of experience in higher education
ASSIGNMENT: Advisor

RESOLUTION 2015-04-07-02

BE IT HEREBY RESOLVED that the recommendation of the President to revise the assignment on the basis indicated below be approved by the Board of Trustees:

<u>NAME</u>	<u>ASSIGNMENT</u>
Lisa Dubose	Chief Diversity Officer
Louise Estep	Manager, Events and Copy Center
Jennifer Fehnrich	Executive Director, Government and Community Relations
Daniel McIlhargie	Journeyman/Maintenance Specialist (Painter, Second Shift)
Thomas Perin	Associate Vice President, Institutional Effectiveness
Charles Stockmaster	Manager, Telecommunications
Martin Stroud	Director, Infrastructure and Networking

President/Chief Executive Officer:

RESOLUTION 2015-04-07-03

WHEREAS, in accordance with the President’s employment agreement, an annual performance review of the President/Chief Executive Officer was conducted; and,

WHEREAS, in accordance with item (4)(D) of the employment agreement, the term of the agreement may be renewed for consecutive additional terms of one year conditioned upon Board approval after the completion of the annual performance review; and,

WHEREAS, in accordance with item (5)(B) of the employment agreement, the annual salary review was conducted with the annual performance review;

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Trustees renews the term of the President’s employment agreement on the basis indicated below:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>SPECIAL TERMS</u>
Larry M. Bower	President/CEO	July 1, 2015, thru June 30, 2016

Ms. Talmage made a motion to approve the resolutions, which was seconded by Dr. Hejeebu. Following a voice vote, the motion was adopted.

Chair Rowe thanked President Bower for his leadership. Ms. Hammond expressed her appreciation of the students, faculty and staff of the College.

Facilities/Capital Improvements:

RESOLUTION 2015-04-07-04

BE IT HEREBY RESOLVED that the recommendation of the Treasurer and the President to award, pending Controlling Board approval, a contract to the following firms for the College Hall Renovation (Admissions Center), HB 497 capital-appropriated funds, be approved by the Board of Trustees.

College Hall Renovation (Admissions Center)		
General Contractor Alt G-1a, G-2a, G-1c	Van Tassel Construction Corp. PO Box 698 Sylvania, Ohio 43560	\$316,200
Plumbing & HVAC	Dimech Services Inc. 5505 Enterprise Blvd. Toledo, Ohio 43612	\$103,100
Electrical	Westfield Electric, Inc. 2995 State Route 51 Gibsonburg, Ohio 43431	\$ 98,667

Mr. Uhler made a motion to approve the resolution, which was seconded by Mr. Nagle. Following a voice vote, the motion was adopted.

Recognition of National Community College Month:

RESOLUTION 2015-04-07-05

WHEREAS, April is designated as National Community College Month; and,

WHEREAS, in celebration of the 50th anniversary, Owens Community College has been starting futures since 1965; and

WHEREAS, as a member of the Ohio Association of Community Colleges, Ohio's community colleges are committed to providing affordable education through focusing on the core mission of teaching and training, including high school students earning college credit through Ohio's College Credit Plus program, which can significantly reduce the cost of a college education; and

WHEREAS, the Board of Trustees is dedicated to strengthening partnerships to develop clear pathways for students attaining quality college degrees and helping skilled workers meet employer needs;

NOW, THEREFORE, BE IT HEREBY RESOLVED in recognition of National Community College Month and the College's 50th anniversary, it is truly an honor for the Owens Community College Board of Trustees, the President, Faculty and Staff to continue the tradition of preparing college-and-career-ready students and improving the quality of life of our communities.

Chair Rowe read the recognition aloud. Ms. Hammond made a motion to approve the resolution, which was seconded by Ms. Talmage. Following a voice vote, the motion was adopted.

Policy Recommendation:

- Amendment of 3358:11-2-41 (Academic Honors and Recognition) Outstanding Academic Achievement and Recognition Policy

RESOLUTION 2015-04-07-06

WHEREAS, the 3358:11-2-41 Academic Honors Policy was previously adopted, and the Academic Standards Committee provides five-year reviews and recommends amendment of academic policies; and

WHEREAS, the President concurs with the Academic Standards Committee and recommends the amendment of said policy, including the title and broadening the recognition to be on a semester basis from an academic school dean;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees amends 3358:11-2-41 Outstanding Academic Achievement and Recognition Policy (Appendix I);

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Secretary to the Board of Trustees to file said policy with the Ohio Legislative Service Commission.

Mr. Nagle made a motion to approve the resolution, which was seconded by Dr. Hejeebu. Following a voice vote, the motion was adopted.

Statements and Comments by Members of the Board of Trustees – Vice Chair Talmage announced the postponement of today’s Student Life Committee due to a lack of time; it will be rescheduled later in April. Vice Chair Talmage commented on the April 23, 2015 All Ohio Academic Awards Luncheon in Columbus, and she will be representing the Ohio Association of Community Colleges in handing the awards to the students.

REGULAR REPORTS

Monthly Reports to the Board of Trustees – Members of the Board of Trustees were issued monthly reports from the Vice President of Academic Affairs; Treasurer; Interim Executive Director of College Development; and, Vice President, Enrollment Management, Student Services and Marketing.

Adjournment – As there was no further business to come before the Board of Trustees, Chair Rowe declared the meeting adjourned.

APPENDIX I
Amendment of Policy

3358:11-2-41 ~~Academic honors~~ Outstanding academic achievement and recognition policy.

- (A) Purpose. ~~A student is eligible to graduate with honors when the student demonstrates academic excellence.~~ The college shall recognize students’ outstanding academic achievements in a given semester and upon graduation.
- (B) Implementation. The ~~chief academic officer~~ office of the provost will implement standards, procedures, guidelines and forms, which are consistent with the provisions of this rule.

Effective date: X/XX/XXXX

Promulgated under: 111.15
Statutory authority: 3358.08
Rule amplifies: 3358.08
Prior effective dates: 3/7/2002, 1/4/2005, 2/19/2011