

OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
MAY 3, 2011 ~ 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 Diana Talmage called the meeting to order at 3:00 p.m. and directed that the record show that the meeting was held in accordance with the Ohio Revised Code, Chapter 3358, and the policies of the Board of Trustees.

Roll Call - Roll call was taken, and the following members were present: David Habegger, Allan Libbe, Ronald McMaster, R J Molter, William Takacs and Diana Talmage (6).

Approval of the Minutes of the Board of Trustees - The minutes of the April 5, 2011, regular meeting were reviewed, and the Chair declared the minutes approved as written.

Finance Committee Report – Dr. McMaster reported that the Finance Committee met on April 19, 2011. The Treasurer provided an update of the budget development for fiscal year 2012, and the Finance Committee will continue to meet on this item. Dr. McMaster reported that later in the meeting, a recommendation will be made to increase tuition effective for Fall Semester 2011.

Adjustment to the Agenda – Chair Talmage announced that consideration for an executive session will be at the conclusion of the reports.

President's Report – Dr. Larry McDougale, President, presented his activity report for the months of April and May. He highlighted his attendance at conferences for the Higher Learning Commission in Chicago and Strategic Horizons in Cincinnati, and in meetings recognizing students' achievements at the Ohio All Academic lunch in Columbus and the Penta Achievement Award Ceremony in Perrysburg. He also commented on individual meetings with legislators and with Chancellor Petro on the State budget and Ohio's community colleges. He continues to meet with individual school district superintendents for the purpose of understanding stakeholders' needs.

Facilities/Capital Improvements Report – John Satkowski, Executive Vice President/CFO, provided an update on the information technology system upgrade and facility renovations. He provided updates of the State's budget process and the development of the College's fiscal year 2012 budget. He commented that twenty-nine College employees have applied to participate in the voluntary cash separation program, which was offered to address expected state funding reductions in fiscal year 2012. He commented on language of the recommendation to increase tuition. He closed his report by recognizing Business Affairs division staff who organized the College's recent sale of surplus furniture and equipment.

Executive Vice President/Provost's Report – Dr. Renay Scott, Executive Vice President/Provost, reported on semester-end celebrations of students' achievements including the Honors Program Symposium and Medallion Ceremony, the graduations of the Toledo Police

Academy and the Owens Peace Academy, the honor societies' induction ceremonies of Psi Beta, Kappa Beta Delta, Tau Alpha Pi and Epsilon Pi, and receptions for graduates in the programs of medical imaging and medical assisting.

Owens Experience Report – Andrea Gurcsik, President, Alumni Association, provided a summary of the events and activities of the Alumni Association that connects alumni to the College, provides scholarships to students and services to the community.

Report on Open Positions – Lisa Dubose, Interim Vice President for Human Resources, presented the open positions report. She commented that the report reflects twenty open positions in various search stages. She responded to a question from Trustee Libbe with respect to the evaluation of each position, which is being vacated through retirement.

EXECUTIVE SESSION

Chair Talmage announced an executive session for discussion of pending or imminent court action with in-house legal counsel, matters of collective bargaining, property and for appointments of individuals. Mr. Libbe made a motion to adjourn to executive session as specified. Mr. Habegger seconded the motion, and the Chair called for a roll call vote. Roll Call: David Habegger, yea; Allan Libbe, yea; Ronald McMaster, yea; R J Molter, yea; William Takacs, yea; and Diana Talmage, yea (6). Due to a conflict of interest during executive session, Mr. Takacs withdrew during the discussion on collective bargaining matters.

Upon return from executive session, roll call was taken, and the following members were present: David Habegger, Allan Libbe, Ronald McMaster, R J Molter, William Takacs and Diana Talmage (6).

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Resignations, Terminations and Leaves of Absence for Non-Bargaining Unit Personnel:

RESOLUTION 2011-05-03-01

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Kathleen Attwood, Chair, Communications and Humanities, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-02

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Charles Campbell, Advocate, Student Success, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-03

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Carrie Delany, Manager, Child Care Center (Findlay), effective March 11, 2011, for reason of relocation be approved by the Board of Trustees.

RESOLUTION 2011-05-03-04

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Jane Doty, Receptionist/Administrative Assistant, Student Services, effective April 2, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-05

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Eugene Lapko, Vice President, Labor and Employee Relations, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-06

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Marc Levy, Director, Human Resources Management and Development, effective May 20, 2011, for reason of accepting another job be approved by the Board of Trustees.

RESOLUTION 2011-05-03-07

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Tekla Madaras, Chair, Food, Nutrition and Hospitality, effective June 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-08

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Susann Mahnen, Specialist, Information Technology Services, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-09

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Shelby Pierce, Chair, English, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-10

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Nerur Satish, Chair, Electrical/Electronics Engineering Technology, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-11

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of William Schmoekel, Director, Telecommunications and Information Technology Initiatives, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

Mr. Habegger made a motion to approve the resolutions, which was seconded by Mr. Libbe. Following a voice vote, the motion was adopted.

Resignations, Terminations and Leaves of Absence for Bargaining Unit Personnel:

RESOLUTION 2011-05-03-12

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Chas. Louis Ballard, Assistant Professor, Communications/Humanities (Findlay), effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-13

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Daniel Clark, Assistant Professor, Business Technology, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-14

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Douglas Cook, Professor, Mathematics, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-15

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Howard Damron, Telecommunications/ID Specialist, effective June 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-16

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Ronald Fasca, Professor, Design Technologies, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-17

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Barbara Frommer, Professor, Nursing, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-18

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Sally Harms, Professor, Dental Hygiene, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-19

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Patricia Hausmann, Professor, English, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-20

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Richard Hausmann, Associate Professor, Transportation Technologies, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-21

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Linda Homolka, Associate Professor, Medical Imaging Technologies, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-22

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Darla Johannsen, Professor, Office Administration (Findlay), effective July 23, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-23

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Judith Jones, Secretary, English Department, effective July 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-24

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Rose Kuceyeski, Professor, Office Administration, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-25

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Linda Nelson, Secretary, Fine and Performing Arts, effective May 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-26

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Orlando Reyes-Cairo, Professor, Communications/Humanities, effective May 12, 2011, for reason of retirement, be approved by the Board of Trustees.

RESOLUTION 2011-05-03-27

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Jay Taylor, Instructor, Electrical/Electronics Engineering Technology, effective May 12, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-28

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Mary Thibault, Professor, Nursing, effective June 2, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-29

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Robert Utterback, Professor, English, effective August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-30

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Ruth Zasada, Professor, Mathematics, August 1, 2011, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2011-05-03-48

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Christina Liebrecht, Assistant Professor, Nursing, effective May 11, 2011, for reason of accepting another job be approved by the Board of Trustees.

Dr. McMaster made a motion to approve the resolutions, which was seconded by Mr. Libbe. Following a voice vote, the motion was adopted.

Employment of Non-Bargaining Unit Personnel:

RESOLUTION 2011-05-03-31 & 49

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: Tammy Bauman
ADDRESS: Findlay, OH
EDUCATION: Associate of Business, with a major in Office Administration, from Owens Community College
EXPERIENCE: Over three years experience working as a Specialist, Testing Services (part-time) at Owens Community College
ASSIGNMENT: Specialist, Testing Services (Findlay)

NAME: Tammy Dean
ADDRESS: Risingsun, OH
EDUCATION: Master of Science, with a major in Information Technology, from Florida Institute of Technology; Bachelor of Science, with a major in Computer Science, from Saint Leo University
EXPERIENCE: Over four years experience working as an Information Technology Administrator at Owens Community College
ASSIGNMENT: Systems Analyst

NAME: Justin Hardman
ADDRESS: Perrysburg, OH
EDUCATION: Associate of Arts, with a major in General Studies, from Owens Community College
EXPERIENCE: Over eight years of experience working as a Specialist, Testing Services (part-time) at Owens Community College
ASSIGNMENT: Specialist, Testing Center

NAME: Angela Lopez
ADDRESS: Toledo, OH
EDUCATION: Bachelor of Science with a major in Recreational Therapy, from The University of Toledo
EXPERIENCE: Over three years of experience working as a Specialist, Testing Services (part-time) at Owens Community College
ASSIGNMENT: Specialist, Testing Services

NAME: Amanda Ki
ADDRESS: Toledo, OH
EDUCATION: Master of Science, with a major in Engineering, from The University of Toledo; Bachelor of Science, with a major in Electrical Engineering, from The University of Toledo
EXPERIENCE: Over ten years experience working in information technology
ASSIGNMENT: Programmer Analyst

NAME: Matthew Junod
ADDRESS: Toledo, OH
EDUCATION: Bachelor of Arts, with a major in Information Systems, from The University of Toledo
EXPERIENCE: Over three years experience as a security analyst
ASSIGNMENT: Information Security Officer

RESOLUTION 2011-05-03-32 & 50

BE IT HEREBY RESOLVED that the recommendation of the President to award a revised contract on the basis indicated below be approved by the Board of Trustees:

<u>NAME</u>	<u>ASSIGNMENT</u>
S.M. Ziaur Rahman	Senior Database Administrator
Jennifer York	Manager, Technical Support for Academics and Student Support Services

Mr. Takacs made a motion to approve the resolutions, which was seconded by Mr. Molter. Following a voice vote, the motion was adopted.

Employment of Bargaining Unit Personnel:

RESOLUTION 2011-05-03-33

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: Randall Shinn
ADDRESS: Gibsonburg, OH
EDUCATION: Graduate of Bluffton High School
EXPERIENCE: Over thirty years of experience as a Correction/Security Officer
ASSIGNMENT: Security Officer

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

Individual Personnel Contracts (Non-Bargaining Unit Exempt Staff):

RESOLUTION 2011-05-03-34

BE IT HEREBY RESOLVED that the recommendation of the President to award contracts to the members of the Non-Bargaining Unit Exempt Staff in Appendix I be approved by the Board of Trustees.

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

Spring Semester 2011 Candidates for Graduation:

RESOLUTION 2011-05-03-35

BE IT HEREBY RESOLVED that the recommendation of the President to approve the listing of candidates for graduation effective Spring Semester 2011, as presented in Appendix II contingent upon said candidates having met all necessary requirements for graduation, be approved by the Board of Trustees.

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

Conferring of Honorary Degree:

RESOLUTION 2011-05-03-36

WHEREAS, the Honorable Sherrod Brown, who serves the people of Ohio in the United States Senate, has graciously agreed to be the keynote speaker at the 45th Annual Spring Commencement Ceremony of Owens Community College; and

WHEREAS, Senator Brown is committed to the hardworking students, families and citizens of Ohio, especially through his service and advocacy of education and workforce training;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the recommendation of the President to confer an Honorary Associate of Arts Degree in Political Science to the Honorable Sherrod Brown at the May 6, 2011, Commencement Ceremony as an expression of the College's appreciation, be approved by the Board of Trustees.

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

Trustees Academic Excellence Scholarship Awards:

RESOLUTION 2010-05-03-37

BE IT HEREBY RESOLVED that the recommendation of the President to award Trustees Academic Excellence Scholarships to the first-year students listed in Appendix III for the 2011-2012 academic year be approved by the Board of Trustees.

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

2012-2014 Academic Calendar:

RESOLUTION 2011-05-03-38

BE IT HEREBY RESOLVED that the recommendation of the President to approve the 2012-2014 academic calendar as set forth in Appendix IV be approved by the Board of Trustees.

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

Policy Recommendations:

RESOLUTION 2011-05-03-39

WHEREAS, the College recognizes that individual students are responsible for his or her academic honesty and conduct; and

WHEREAS, in order to encourage academic honesty, conduct, alternative deliveries and to maintain a conducive learning environment, the Academic Standards Committee has recommended the adoption of 3358:11-2-55 Academic Misconduct Policy; and

WHEREAS, the President and the Executive Vice President/Provost concur and recommend the adoption of said policy; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees adopts 3358:11-2-55 Academic Misconduct Policy (Appendix V); and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Office of the Provost to implement the procedures, guidelines and forms consistent with the provisions of the policy, and the Secretary to the Board of Trustees to file the policy with the Ohio Legislative Service Commission.

RESOLUTION 2011-05-03-40

WHEREAS, the Board of Trustees previously adopted 3358:11-2-53 Adding a Major Policy; and

WHEREAS, the Academic Standards Committee has recommended the amendment of 3358:11-2-53 Adding a Major Policy with the clarification of language, the support of student retention and to separate procedures from policy; and

WHEREAS, the President and the Executive Vice President/Provost concur and recommend the amendment of said policy; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees amends 3358:11-2-53 Adding a Major Policy (Appendix VI); and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Office of the Provost to implement the procedures, guidelines and forms consistent with the provisions of the policy, and the Secretary to the Board of Trustees to file the amended policy with the Ohio Legislative Service Commission.

RESOLUTION 2011-05-03-41

WHEREAS, the Board of Trustees previously adopted 3358:11-2-32 Grading System Policy; and

WHEREAS, the Academic Standards Committee has recommended the amendment of 3358:11-2-32 Grading System Policy with the clarification of language, the support of student retention and to separate procedures from policy; and

WHEREAS, the President and the Executive Vice President/Provost concur and recommend the amendment of said policy; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees amends 3358:11-2-32 Grading System Policy (Appendix VII); and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Office of the Provost to implement the grading system, procedures, guidelines and forms consistent with the provisions of the policy, and the Secretary to the Board of Trustees to file the amended policy with the Ohio Legislative Service Commission.

RESOLUTION 2011-05-03-42

WHEREAS, the Board of Trustees previously adopted 3358:11-2-33 Cheating and Plagiarism Policy; and

WHEREAS, said policy is being replaced by a comprehensive policy, applicable to all students, addressing matters of academic misconduct; and

WHEREAS, the Academic Standards Committee has recommended and the President and the Executive Vice President/Provost concur with the rescission of said policy; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees rescinds 3358:11-2-33 Cheating and Plagiarism Policy (Appendix VIII); and

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

RESOLUTION 2011-05-03-43

WHEREAS, the Board of Trustees previously adopted 3358:11-1-04 Trustees Academic Excellence Scholarship Program Policy; and

WHEREAS, the President recommends the amendment of 3358:11-1-04 Trustees Academic Excellence Scholarship Program Policy to separate procedures from policy; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees amends 3358:11-1-04 Trustees Academic Excellence Scholarship Program Policy (Appendix IX); and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Office of the Provost to implement the program, procedures, guidelines and forms consistent with the provisions of the policy, and the Secretary to the Board of Trustees to file the amended policy with the Ohio Legislative Service Commission.

Mr. Molter made a motion to approve the resolutions, which was seconded by Mr. Libbe. Following a voice vote, the motion was adopted.

Memorandums of Understanding – Owens Faculty Association:

RESOLUTION 2011-05-03-44

WHEREAS, the collective bargaining agreement with the Owens Faculty Association is for the period of November 1, 2009, through October 31, 2012; and

WHEREAS, administration and union representatives continue to meet to facilitate the collaborative conduct of business and mutual interests between and amongst the parties in accordance with Article 30, Mutual Interests Forum, which resulted in amendments to the collective bargaining agreement, as reflected in the Memorandums of Understanding listed as follows; and

- Eligible bargaining members to participate in the option of healthcare benefits for same sex domestic partners (Attachment 1)
- Job position titles Network Specialist I and Network Specialist II are amended to Application Specialist I and Application Specialist II (Attachment 2)
- Outcomes Assessment Facilitators shall have the option to request release time (one-three credit hours course) in lieu of Outcomes Assessment Facilitator pay (Attachment 3)

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees adopts the amendments to the collective bargaining agreement between the College and the Owens Faculty Association and authorizes the Vice President of Labor and Employee Relations to file the amendments with the State Employment Relations Board.

Mr. Libbe made a motion to approve the resolution, which was seconded by Mr. Habegger. Mr. Takacs abstained. Following a voice vote, the motion was adopted.

Memorandums of Understanding – Owens Federation of Safety and Security Employees:

RESOLUTION 2011-05-03-45

WHEREAS, the collective bargaining agreement with the Owens Federation of Safety and Security Employees is for the period of January 1, 2009, through December 31, 2011; and

WHEREAS, administration and union representatives continue to meet in accordance with Article XIII, Labor Management Committee and Working Group, which resulted in an amendment as reflected in the Memorandum of Understanding listed as follows; and

- Eligible bargaining members to participate in the option of healthcare benefits for same sex domestic partners (Attachment 4)

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees adopts the amendment to the bargaining agreement between the College and the Owens Federation of Safety and Security Employees and authorizes the Vice President of Labor and Employee Relations to file the amendment with the State Employment Relations Board.

Mr. Molter made a motion to approve the resolution, which was seconded by Mr. Libbe. Mr. Takacs abstained. Following a voice vote, the motion was adopted.

Naming Recommendation:

RESOLUTION 2011-05-03-46

WHEREAS, 3358:11-1-11 Policy for Naming College Facilities, Spaces, Endowments and Programs provides that naming recommendations from the President will be submitted to the Board of Trustees for consideration; and

WHEREAS, facilities acquired from the Penta Career Center had been assigned with temporary functional names during the renovation period; and

WHEREAS, permanent names shall be established with the intent to reflect and integrate the mission, vision and values of Owens Community College; and

WHEREAS, the President and the Naming Review Committee recommend the following: Welding Design Center for the former Penta welding/auto body building that will house the College's welding program;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees approves the above-named facility and authorizes the Vice President of Administration and the Director of Marketing/Communications to implement and communicate the permanent names.

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

Tuition Increase:

RESOLUTION 2011-05-03-47

WHEREAS, due to the loss of one-time federal stimulus dollars that were provided to Ohio's higher education sector in the previous biennium executive budget, the State of Ohio has reduced the level of State Share of Instruction funding to colleges and universities; and,

WHEREAS, the State Share of Instruction for Owens Community College will be significantly reduced by 12 percent for the 2012-2013 biennium; and,

WHEREAS, the College's Fiscal Year 2012 budget is being developed with reductions in operational expenses while maintaining quality instructional and support services for students; and,

WHEREAS, the Treasurer and the President recommend increasing tuition by the amount provided in the State of Ohio Executive Budget for Fiscal Years 2012 and 2013, up to a maximum of \$200 annually for a full-time student; and

WHEREAS, a tuition increase, as provided in the State of Ohio Executive Budget, would either equate to a 3.5 percent increase of \$4.61 per semester credit hour or a maximum increase of \$7.14 per semester credit hour of the current per semester credit hour base of \$131.75; and

WHEREAS, the College's tuition shall be the eleventh most affordable in the State of Ohio, without the benefit of local tax support;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the increase in tuition by the amount provided in the State of Ohio Executive Budget for Fiscal Years 2012 and 2013, up to a maximum of \$200 annually for a full-time student, effective Fall Semester 2011 be approved by the Board of Trustees.

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Treasurer to implement and communicate the tuition increase to students in a timely manner.

TUITION	CURRENT	EFFECTIVE FALL 2011		
		3.5% Increase	OR	Maximum, not to exceed
Instructional Fee	\$116.25	\$120.86		\$123.39
General Fee	\$15.50	\$15.50		\$15.50
Total Per Credit Hour Fee	\$131.75	\$136.36		\$138.89

Mr. Molter made a motion to approve the resolution, which was seconded by Dr. McMaster. Treasurer Satkowski commented on the tuition recommendation for Fall Semester 2011 and stated that the actual increase will comply with the language of the State of Ohio Executive Budget, which is expected to be approved later in June. Mr. Takacs asked about the estimated revenue that will be generated from the tuition increase, and Mr. Satkowski replied between \$1.6 million and \$2.2 million. Following a voice vote, the motion was adopted.

REGULAR REPORTS

Financial Statements - Mr. Satkowski presented the financial statements for the period ending March 30, 2011. Chair Talmage directed that the financial statements be accepted and filed as submitted.

Monthly Reports to the Board of Trustees - Members of the Board of Trustees were issued copies of the regular reports of the Executive Vice President/Provost, Executive Vice President for Business Affairs/Chief Financial Officer, Executive Director of College Development/Foundation and the Vice Presidents for Human Resources and Labor Relations. Chair Talmage directed that the monthly reports be accepted and filed as submitted.

Statements and Comments by Members of the Board of Trustees – Chair Talmage invited everyone to attend the Trustees Academic Excellence Scholarship Awards Ceremony, immediately following adjournment.

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

APPENDIX I
Individual Personnel Contracts (Non-Bargaining Unit Exempt Staff)

NAME	TITLE	DUTY DAYS	PROPOSED 2011-2012 CONTRACT LENGTH		
Robert Albright	Coordinator, Public Service Training Program	260 Days	2011	-	2012
Jody Angelone	Director, Northwest Adult Basic and Literacy Education Resource Center (Grant-Funded)	260 Days	2011	-	2012
Ruth Ankele	Chair, Nursing	260 Days	2011	-	2012
Barbara Barkan-Grabiec	Director, Center for Fine and Performing Arts	260 Days	2011	-	2012
Pamela Beck	Associate Vice President, Business Affairs/Controller	260 Days	2011	-	2012
Meghan Best	Supervisor, Customer Service, Testing Center	260 Days	2011	-	2012
Richard Bigras	Manager, Adult Basic and Literacy Education Instructional Program (Grant-Funded)	260 Days	2011	-	2012
Melissa Bondy	Representative, Admissions and Career Services	260 Days	2011	-	2012
Patricia Breno	Manager, Library Services	260 Days	2011	-	2012
Richard Clever	Technical Director, Fine and Performing Arts	260 Days	2011	-	2012
Mary Cole	Assistant Director, Center for Learning Success/Director, Learning Support Services	260 Days	2011	-	2012
Michael Cornell	Director, Center for Emergency Preparedness	260 Days	2011	-	2012
Marna Cousino	Manager, Special Events	260 Days	2011	-	2012
Alexis DeAnda	Resource Specialist, Project DEgree (Grant-Funded)	260 Days	2011	-	2012
Tammy Dean	Systems Analyst	260 Days	2011	-	2012
Carl Dettmer	Director, Program Development	260 Days	2011	-	2012
Gentry Dixon	Specialist, Career Services	260 Days	2011	-	2012
Lisa Dubose	Equal Opportunity and Inclusiveness Officer	260 Days	2011	-	2012
Stephanie Eccleston	Financial Aid Information Systems Administrator	260 Days	2011	-	2012
Laurie Fathe	Dean, School of Arts and Sciences	260 Days	2011	-	2012
Lauren Ferguson	Manager, FYE/Director, Center for Teaching (Grant-Funded)	260 Days	2011	-	2012
Kari Findley	Manager, Learning Support Services (Findlay, Part-Time)	260 Days	2011	-	2012
Kristine Flickinger	Chair, Surgical Technologies	260 Days	2011	-	2012

NAME	TITLE	DUTY DAYS	PROPOSED 2011-2012 CONTRACT LENGTH		
Catherine Ford	Chair, Medical Imaging Technologies	260 Days	2011	-	2012
Anne Fulkerson	Enrollment and Retention Research Associate (Grant-Funded)	260 Days	2011	-	2012
Todd Gearig	Master Chemical Research Technician (Grant-Funded)	260 Days	2011	-	2012
Amy Giordano	Director, Student Center	260 Days	2011	-	2012
Stephanie Goller	Assistant Director, Default Management and Loans	260 Days	2011	-	2012
Eileen Goodman	Success Mentor (Findlay)	260 Days	2011	-	2012
Melissa Green	Vice President, Findlay Campus	260 Days	2011	-	2012
Steven Hillard	Director, Sales (Findlay)	260 Days	2011	-	2012
Denise Hoeft	Teacher/Coordinator, Pre-School	260 Days	2011	-	2012
Lynn Hoehn	Coordinator, Job Location and Development	260 Days	2011	-	2012
Rhonda Hogrefe	Account Representative	260 Days	2011	-	2012
Amy Horst	Assistant Chair, Nursing	260 Days	2011	-	2012
Justin Huber	Coordinator, Grant Services/ Program Manager, Title III (Grant-Funded)	260 Days	2011	-	2012
Michele Johnson	Chair, School of Public Safety and Emergency Preparedness	260 Days	2011	-	2012
Jacquelyn Jones	Program Manager, Bridge to Success Program (Grant-Funded)	260 Days	2011	-	2012
Terrence Katschke	Coordinator, Building/ Construction Trades	260 Days	2011	-	2012
James Katzner	Manager, Student Activities and Conduct (Findlay)	260 Days	2011	-	2012
Sally Kwapich	Applications Systems Analyst	260 Days	2011	-	2012
Eldred Marchal	Applications Systems Analyst	260 Days	2011	-	2012
Danielle McMaster	Director, Student Health and Activities Center and Facilities Rentals	260 Days	2011	-	2012
Frances Meagher	Associate Director, Applications and Network Operations	260 Days	2011	-	2012
Marla Michelsen	Teacher/Coordinator, Child Care Center (Infant/Toddler)	260 Days	2011	-	2012
William Montrie	Program Manager, Emergency Medical Management Training	260 Days	2011	-	2012
Dean Niederkohr	Email Administrator	260 Days	2011	-	2012
Peter Palko	Account Representative (Part-Time, Grant-Funded)	260 Days	2011	-	2012

NAME	TITLE	DUTY DAYS	PROPOSED 2011-2012 CONTRACT LENGTH		
Joseph Peschel	Coordinator, Non Credit Customized Training (Part-Time, Grant-Funded)	260 Days	2011	-	2012
Ellen Roof	Student Success Mentor (The Source)	260 Days	7/1/2011	-	9/30/2011
Majid Sawtarie	Chair, Science	260 Days	2011	-	2012
Nancy Sheets	Assistant Director, Career Services (Grant-Funded)	260 Days	2011	-	2012
Michelle Shephard	Coordinator, Practical Nursing Lab (Half-Time)	180 Days	2011	-	2012
Karen Shultz	Manager, Testing Center	260 Days	2011	-	2012
Jodie Smeltzer	Assistant Director, Compliance Quality, Financial Aid	260 Days	2011	-	2012
Kurtis Soltman	Representative, Disability Services	260 Days	2011	-	2012
Sara Soper	Vocational Specialist (Grant-Funded)	260 Days	2011	-	2012
Ellen Sorg	Manager, Writing Program	260 Days	2011	-	2012
William Stark	Webmaster	260 Days	2011	-	2012
Barbara Szydowski	Coordinator, Adult Basic and Literacy Education Instructional Grants (Grant-Funded)	260 Days	2011	-	2012
Christie Tipton	Advisor (Findlay)	260 Days	2011	-	2012
James Trumm	Manager, Learning Support Services	260 Days	2011	-	2012
Mark Valenti	Manager, Audiovisual Services	260 Days	2011	-	2012
Marie Vasquez-Brooks	Chair, Allied Health (Findlay)	260 Days	2011	-	2012
Joan Waddle	Accountant	260 Days	2011	-	2012
David Wahr	Director, Bookstore and Food Services	260 Days	2011	-	2012
David Winckowski	Manager, Facilities Services	260 Days	7/1/2011	-	12/31/2011
Joyce Winters	Assistant Director, Teaching and Learning Center/Director, Adult Basic and Literacy Education Consortium Grants (Grant-Funded)	260 Days	2011	-	2012

APPENDIX II
Spring Semester 2011 Candidates for Graduation

SCHOOL OF ARTS AND SCIENCES

Associate Degree of Arts

Liberal Arts General Concentration

Steven Alesch	Bloomdale
Danielle Christine Baker	Swanton
Leishuan Tavette Byrd	Toledo
Julia Helene Chapman	Harrod
Christine Renee Chruslki	North Baltimore
Sarah K. Davies	Genoa
Elaina A. Gaietto	Tiffin
Angelique Marie Hager	Toledo
James W Holzemer	Toledo
Ashley S. Hooker	Toledo
Kimberly R Kesselmayer	Toledo
Melinda M Kinsey	Toledo
Michelle K. Middlebrooks	Toledo
Jennifer M. Padron	Leipsic
Ramsey J. Pittman	Rossford
Andrew Phillip Repp	Gibsonburg
Erica L. Rocker	Toledo
Sheri Sears	Poland
Megann E. Smith	Grand Rapids
John S. Stewart	Maumee
Cassie Louise Wolfe	Columbus Grove

Communication Studies Transfer

Amber Lynn Brossia	Ottawa Hills
Rex M. Groll	Oregon
Brian Patrick Kuhary	Bowling Green
Jaimie Linette Szczublewski	Perrysburg

Adolescent Education Concentration

Ashley M. Feckley	Perrysburg
Silas J. Larsen	Findlay
Alicia J. Smith	Perrysburg

Early Childhood Education Concentration

Julie Rae DeArmond	Toledo
Sarah M. Ervin	Dayton
Samantha Hall	Arlington
Krista N. Hertzfeld	Waterville
Rachael Jagodzinski	Toledo
Samia Ali Moussa	Toledo
Jennifer Patricia Evelyn Urban	Perrysburg

Geography Concentration

Melissa Kepler	Toledo
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Middle Childhood Education Concentration

Angela K. Rajner	Toledo
Renee Jean Relford	Toledo

History Concentration

Corey William Hodgson	Curtice
Brittany E. Tucker	Walbridge

Journalism Transfer

Kendra M. Caudill
Dennis Edwin Thomas Oehlers

Toledo
Toledo

Photography Concentration

Matthew E. Bowley
Susan L. Haugh
Kyle J. Talkington

Jerry City
Findlay
Toledo

Social Work Concentration

Monica L. Allison
Nicole M. Beck
Sara M Castellanos
Alanna Renee Dick
Justin D. Liptack
Candace D. Lonas
Heidi Jean Middlebrooks
Shawn Marie Myers
Diana M. Ottney
Marketa L. Robinson

Sylvania
Findlay
Millbury
Toledo
Millbury
Toledo
Toledo
Toledo
Toledo
Lima

Associate Degree of Science**Liberal Arts General Concentration**

Celia Anne Apodaca
Krista A. Brown
Steven Alexander Bryant
Bailey A. Cunningham
Kathleen M. Harrington
Alexandra N. Hill
Jamie Renner

Toledo
Mt Blanchard
Oregon
Toledo
Toledo
Pemberville
Perrysburg

Business Administration Concentration

Marissa Blue
Alexii N. Collins
Christy Collins
Rachael Cunningham
Carrie P Dickinson
Olivia T. Duty
Kelli M Jackson
Matthew Meyers
Kelley Jane Molloy
Derrick Sanderfer Jr.
Donnaelease Elizabeth Sims
Natalie A Strahm

New Riegel
Toledo
Bowling Green
Toledo
Toledo
Woodville
Toledo
Leipsic
Toledo
Toledo
Toledo
Findlay

Biology Concentration

Johnnathen S. Fox
Alyssa Marie LaVoy
Alyssa B. Stombaugh

Grand Rapids
Pemberville
Findlay

Pre-Nursing Transfer

Jessica Felicita Martinez
Rafael Martinez
Sarah M. Saylor

Marblehead
Lakeside Marblehead
Toledo

Pre-Biotechnology

Jordan Rae Floyd

Waterville

**Associate Degree of Applied Science
Early Childhood Education Technology**

Destiny R. Bryant	Toledo
Tonya A Case	Oregon
Kari Grace Chevalier	Toledo
Victoria A. Clark	Oregon
Jodie Ferguson	Findlay
Stephanie M. Grasmick	Findlay
Brandi A. Hoffman	Ottawa
Elaine R Jacobs	Maumee
Kenya Johnson-Hand	Toledo
Mickey A. Kendrick	Toledo
Kayley MacFarlane	Toledo
Yun Rong	Perrysburg
Beth Ann Ryan	Toledo
Morgan B Sheffler	Bowling Green
Ms. Antoinette C. Thomas	Toledo

Fine and Performing Arts Technology

Commercial Art Technology

Melanie Lynette Campbell	Rossford
Jason Stephen Cripps	Maumee
Erin Dell Ethington	Toledo
Melvin William Hartford, Jr.	Toledo
Taylor S. Hitch	Oregon
Edith D. Jones	North Baltimore

Natural Science Technologies

Landscape and Turfgrass Management Program

Michael Bella	Oregon
Chris A. Boggs	Sylvania
Nicole Ann Imber	Toledo
Casey W. Ostwinch	Findlay
Staci L. Stasiak	Swanton
Jennifer Rene' Turner	Toledo

Golf Course/Athletic Field Management

Melvin Loyall Clevenger	Monroe, MI
Garrett Price	Perrysburg
Justen R. Reitzel	Bowling Green
Jeremy L. Tietje	Deshler
Kenneth M Vierling Jr.	Toledo

SCHOOL OF BUSINESS AND INFORMATION SYSTEMS

Associate Degree of Applied Business

Accounting Technology

Brenda L Blackburn	Fostoria
Thomas E. Blackburn	Toledo
Toni L. Breneman	Findlay
Trudy Lynn Brown	Toledo
Sarah Burgess	Toledo
Billy Cockrell Jr.	Toledo
Michelle Renee' Cole	Findlay
Christopher A Combs	Bowling Green
Laura L Coury	Toledo
Monica Paulette Farris	Monroe, MI
Yetsabeth Gonzalez	Holland
Morgan L Grossman	Upper Sandusky
Kellee Lynn Mizen Hensley	Oak Harbor

Cortney M. Howard
Ying Jia Hu
Crystal M. Huston
Julia F. Hutchinson
Amber Michelle Lantigua
Cheryl Y. Lewis
Jacqueline Ann Lewis
Ted Mierzejewski
Sherry L Miller
Carmen P. Myerholtz
Reed Patterson
Leah Q. Penrice
Christy Ann Perry
Lauren A. Phillips
Hydie L Ruckman
Victoria C. Ruiz
Jahvan Russell
George J. Simcox
Michael T. P. Skeddle
Madisen L Stachowiak
Megan Brittany Stuck
Delseyna R. M. Swain-Anderson
Melissa Sue Warren
Joshua M. Weislak

Toledo
Findlay
Findlay
Dundee, MI
Luckey
Toledo
Toledo
Toledo
Toledo
McClure
Findlav
Toledo
Waterville
Toledo
Holland
Toledo
Hollywood, FL
Maumee
Perrysburg
Maumee
Perrysburg
Toledo
Jenera
Toledo

Business Management Technology

Nicole A. Andrews
Brandy M. Banasik
Travis J Berger
Richard Bethel
Zachary P. Boris
Joshuah Alan Breitigam
Toni L. Breneman
Jenna R. Tammarine
Ashley T Christen
Stephany L. Degner
Pat Gallagher
Calvin L. Green III
Michael F. Guerin
Samantha L Haley
Travis J. Hall
Christy Harman
Jordan David Horstman
Dana Hostetler
Tonya Marie Howard
Ashley R. Koedam
Maribeth A. Kwapich
Kathryn Ann Long
Holly Mahoney
Jennifer M. Martinez
Stacey N. McCartney
Justin M Miller
Sarah L Mozena
Angel Delores Murphy
Curtis Bay Reinhart
Tara Whitney Rothman
Danielle C. Seifert
Ashley N. Sharpe
Danielle Marcatena Shoffer
Nathan James Simon

Bascom
Monroe, MI
Findlay
Toledo
Perrysburg
Findlay
Findlav
Delta
Toledo
Toledo
Toledo
Toledo
Holland
Toledo
Fremont
Toledo
Toledo
Toledo
Maumee
Perrysburg
Gibsonburg
Perrysburg
Findlay
Rudolph
Walbridge
Oregon
Toledo
New Riegel
Lambertville, MI
Wharton
Toledo
Sylvania
Findlay

Nicole St.Clair
Todd Tulodzieski
Jill A. Turek
Bailey L Warren
Jordan D Wray
Casandria L. Parker
Janice M Parkinson
Johnnetta N. Johnson
Nathaniel T. Schoenlein
Cheryl A. Roush

Northwood
Bowling Green
Bloomville
Toledo
Rossford
Toledo
Toledo
Toledo
Perrysburg
Perrysburg

Computer Programming Technology

Evan M. Brim
Christopher Clifton
Seth Skyler Davis
Scott Douglas Farrand

Findlay
Temperance, MI
Maumee
Perrysburg

E-Business Technology

Karen M. Fowler
Mallory Mary Lee
Heather Peterson
Leroy A Sholey II

Toledo
Sylvania
Toledo
Pemberville

Information Systems

Fedrico J Andaverde
Michael Allen Davis
Alissa M. Dix
Matthew Charles Olson
Tommie J Rimmer
James R. Rudes
Erin Kay Sorgenfrei
Bradley W Sparks
David Alexander Warner

Toledo
Toledo
Pemberville
Findlay
Toledo
Millbury
Bowling Green
Fostoria
Toledo

Marketing and Sales Technology

Mark Alan Golembiewski
Ashley Griffith
Lisa Marie Hagarty
Nicholas A. Knowles
Chelsea Krukemyer
Heather Mae Martinez
Michelle Wall
Darryl E.P. Allen
Jason K. Wagner
Julie A. Parkins
Nancy J. Smeeton-Gaietto
Christina M. Wilkerson

Waterville
Maumee
Genoa
Toledo
Bowling Green
Fostoria
Toledo
Toledo
Findlay
Perrysburg
Bloomville
Haskins

Networking and Information Systems Support

Michael J. Clinker
Lisa A. Depinet
Peter G Fellman
Mark Moell
Hilary R. Scott
Martin J. Servais
Lisa Marie Veller
Daniel Christopher Wallace
Kevin A. Wilhelm
Roseann M. Witte
Ronald D Zeisloft

Toledo
Republic
Millbury
Toledo
Toledo
Toledo
Swanton
Risingsun
Toledo
Mount Corv
Findlav

Office Administration Technology

Rebecca Kay Ball	Toledo
Danielle Lowry	Gibsonburg
Kathleen A. Pfaff	Toledo
Jennifer Louise Rose	Toledo
Rebekah Ruffer	Archbold
Patricia A Schumacher	Toledo
Sharron Swartzfager	Toledo
Kandi Marie Woessner	Delta
Amber Lynn Birukow	Toledo
Julie E. Byersmith	Waterville
Taneisha Shanell Carter	Toledo
Amanda E. Harris	Toledo
Jennifer L. Jett	Findlay
Jeanne L. Kuhlman	Pemberville
Darla Leigh Sonnenberg	Holgate
Megan N. Welch	Rossford
Audrey L. Hankins	Forest
Alicia A. Leslie	Toledo

Medical Office Support Major

Katie Marie Daly	Toledo
Kali Marie Grossman	Perrysburg
April L Hall	Toledo
Joshua A Kensler	Toledo
Stephanie A. Korcsog	Toledo
Karen Marie Lindsey	Sylvania
Alyssandra J. Maturino	Toledo
Shelly Ottney	Oregon

Supervision Major

Susan T. LaWare	Bloomdale
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SCHOOL OF TECHNOLOGY**Associate Degree of Applied Science****Agricultural Equipment Technician Major**

Tyler Braekevelt	Macomb, MI
Lane T Charnesky	Pemberville
Zachary Michael Hilleary	Eaton
Mike Hockenberry	Shelby
Jacob Dean Newcomer	Seville
Brandon J. Riley	Rockford
Kevin Tallman	Marion
Cory Wagner	Bowling Green

Automotive Service Education Program

James Albert Gorgan Jr	Litchfield
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Architectural Engineering Technology

Richard D. Fravor Jr.	Swanton
Patrick Mahler	Findlay
Justin Andrew McKee	Perrysburg

Automotive Technology

Alexander J. Brown	Waterville
Preston W. Pacey	Perrysburg

Biomedical Electronics Major

Matthew E. Brentlinger	Northwood
Sara E. Chapman	Waterville
Dustin C. Current	Alvada
Jared Jon Evans	Delta
Adam Neil Grogg	Toledo
Jan Herman	Toledo
Phillip W Oricko	Maumee
Benjamin T. Robert Paterson	Toledo
Michael Pinkava	Swanton
William Rennels	Findlay
Michael Romano	Oregon
David J. Russell	Bowling Green
Ryan P. Sautter	Oak Harbor
Suzanne Schooner	Grand Rapids
Michael Francis Snitch	Toledo
Kirk J. Susor	Monclova
Michael Edward Zippay	Bowling Green

CAD Technology

Weston J. Figy	Toledo
Chad M. Peters	Toledo
Toby E. Powell	Bluffton
Tyler Lewis Strow	Bowling Green

Caterpillar Dealer Service Technician Program

Nicholas M. Badour	Lapeer, MI
Corey Booms	Northville, MI
Anthony Jay Hassevoort	Hudsonville, MI
Nathan Lawrence Roszczewski	Traverse City, MI
Matthew W. Roudebush	Bowling Green
Andrew Jay Rupp	Archbold
Mitchell Ryan Scholten	Holland, MI

Computer Science Major

Louie O. Gries	Perrysburg
Mark C. Jones	Toledo
Matthew L Martin	Toledo
Brian Charles Toflinski	Woodville
Joshua Chaunce Tropic	Toledo

Diesel Technology

Marc S. Berger Jr	Toledo
Matthew Hoeve	Zeeland, MI
Brian A. Williams	Maumee

Electrical/Electronics Engineering Technology

Matthew M Hadeed	Sylvania
Mark C. Jones	Toledo
Tung T. Nguyen	Toledo

Environmental Management Technology

Brian D. Butler	Bowling Green
Brian Michael Frantz	Findlay
Todd A. Haggard Jr.	Toledo
Andrew John Rothlisberger	Toledo
Ryan C. Schmidt	Fremont

Industrial and Automation Electronics

Matthew M Hadeed

Sylvania

Manufacturing Technology

Nathan Wiechman

Woodville

Mechanical Engineering Technology

Colton Jacob Allums

Eric Badik

Aaron Childress

Lee M. Dotts

Brian L Frankforther

Donald R. Meyer

Chad M. Peters

Susan Kim Tilton

Nathan M. Vallade

West Millgrove

Swanton

Northwood

Rudolph

Bellevue

Oregon

Toledo

Grand Rapids

Maumee

Quality Assurance Major

Donna L. Hoffman

Tommy Ray Lytten

Surveying Technology

Nolan E. Croy

Dunbridge

Toledo

Ottawa

Welding Technology

Ramonn L. Edwards

Ben J. Wenzinger

Jonathon Zapiecki

Toledo

Ottawa

Ottawa Hills

Wide-Area Networking Technology

Kristina I Hite

Alan S Huffman

Joseph F. Manner

Kyle Joseph Ranker

Delta

Findlay

Toledo

Toledo

Skilled Trades Technologies

Associate Degree of Applied Science

Building Maintenance Major

James E. Buford

Daniel Combs

Liberty Center

Whitehouse

Electrical Major

Sean M. Ansted

Keith Lee Sechler

William C Sharninghouse

Terry J. Woessner

Sylvania

Monclova

Fostoria

Fostoria

Associate Degree of Technical Studies

Charles A. Bork

Travis L Brown

Brian J. Carter

Alex Gerard Drozdowicz

Bradley J. Figiel

Steve Hieskell

Kyle J. Keeterle

Christopher Marx

Daniel J Quisno Jr

Bradley Joseph Roessner

Arthur J. Kennedy

Sylvania

Bowling Green

Cartersville, GA

Oregon

Millbury

Maumee

New Bavaria

Toledo

Elmore

Perrysburg

Brownstown, MI

SCHOOL OF PUBLIC SAFETY AND EMERGENCY

Associate Degree of Applied Science

Criminal Justice Technology

Angela Cochran	Delta
Jonathan Lee DeVol	Lambertville, MI
Joshua Hannum Sr.	Holland
Brittany Elizabeth Heflin	Holland
Derrick Boyd Joseph Shirey	Toledo
Dustin M. Smith	Napoleon
Hector A. Solis	Toledo
Richard Martin Torres	Perrysburg
Lucas T. Welly	Tiffin
Amy Marie Allen	Toledo
Amy Lee Baker	Sylvania
Deondra Nichole Banks	Toledo
Chelsea L. Bennett	Upper Sandusky
Angela Box	Toledo
Brandon L Butler	Oregon
Andrew John Campbell	Waterville
Jordan A Cramer	Liberty Center
David Driggs	Toledo
Andrew Elvey	Oregon
Reubena Y. Gyening	Findlay
Benjamin Robert Henning	Bowling Green
Krista S. Kralik	Oak Harbor
Austin Malinovsky	Perrysburg
Karen Marie McFadden	Monroe, MI
Sonia Rae Pardo	Leipsic
Ryan Steven Rowe	Toledo
Steven Brady Sanderson	Van Wert
Anthony Craig Shack	Oregon
Craig E. Spieker	Findlay
Dustin Thomas Spradlin	Lyons
Kevin M. Sprowl II	Norwalk
John VanHersett, Jr.	Oregon
Adrienne M. Vargyas	Oregon
Natalie Marie Willingham	Perrysburg
Allison Jeanette Wolfe	Wapakoneta
Amy Woodworth	Genoa
Richard J Wrobel	Toledo

Corrections Major

Melissa Ann Fant	Fostoria
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Fire Science Technology

Jennifer Lyn Brasel	Toledo
Michael J Harris	Defiance
Zachary Ray Hefner	Tiffin
David Michael Ineman	Independence
Nicholas J. Innes	Toledo
Kyle Smith	Groveport
Stephen James Vierk	Rossford
Bryan Lloyd Wilbur	Oregon
Timothy A Hassan	Findlay

SCHOOL OF HEALTH SCIENCES
Associate Degree of Applied Science
Culinary Arts Program

Octavia Melissa Dabney	Toledo
Martha E. Everhart	Toledo
India Nicole Harris	Toledo
April S. Holdridge	Toledo
Chelsea Lvnn Lewis	Toledo

Cancer Information Management Program

Heather Kosier	Toledo
Melissa K Erdman	Port Clinton
Lori A. Gombash	Perrysburg
Tracy M Loar	Malinta
Allison M. Schlicher	Holland
Anne Marie Hartman Velikoff	Findlay

Dental Hygiene Program

Krista A. Brown	Mt Blanchard
Sarah Alyse Clark	Genoa
Kimberly A. Clouse	Tiffin
Samantha Conte	Port Clinton
Meghan M. Froman	McClure
Jennifer Koder	Toledo
Davina L. Lane	Toledo
DeAnna Lynna Miller	Perrysburg
Julie Ann Paszczykowski	Toledo
Rebecca R. Pittman	Lambertville, MI
Emily Elizabeth Putnam	Perrysburg
Nicole Rhea Rosenbeck	Temperance, MI
Amanda R. Rupert	Toledo
Jennifer Lynne Scherer	Perrysburg
Hillary P. Walter	Forest
Lacie Lynn Wonderly	Fostoria

Dietetic Technology

Adam C. Budke	Pemberville
Nadia H Farhat	Toledo
Theresa J. Fraley	Findlay
Justina E. Hinz	Toledo
Kerry M Long	Toledo
Megan L. McGarry	Erie, MI
Kristen D. Owens	Whitehouse
Emily Plaine	Maumee
Megan Lynn Rieman	Ottawa
Brittany L. Rudebaugh	Northwood

Hospitality Management Program

Octavia Melissa Dabney	Toledo
Ashley Renee Nowak	Toledo
Nichole M. Sutphin	Toledo
Angela L Zimmerman	Toledo

Health Information Technology

Megan Leigh Amburgey	North Baltimore
Meegan H. Brown	Toledo
Stephanie Byers	Holland
Andrea L Chapman	Holland

Dana M. Davis Harrison
Skytha Yolanda Fleming
Katie Lepley
Jane Louise Miller
Lisa M. Oblinger
Kaela Peeler
Mitzi Kay Wallace-Poiry
Janna L Richards
Stephanie Welling

Toledo
Toledo
Bellevue
Toledo
Toledo
Bloomdale
Northwood
Findlay
Bowling Green

Massage Therapy Program

Meghan R Belknap
Craig William Dewald
Tanya L. Johnson
Emily F. Rodabaugh
Danica Spaulding
Kathryn Spencer
April M. Vermilyea

Perrysburg
Tiffin
Toledo
Van Buren
Swanton
Toledo
Monroe, MI

**Medical Imaging Technologies
Diagnostic Medical Sonography Major**

Amanda L. Bettinger
Tiffany A. Cleveland
Meggan Leigh Cook
Madison R. Cupp
Christine L. Drath
Jennifer L. Feuerstein
Angelia L. Huffman
Kayleen R Niese
Ruth Nowaczyk
Leanna Marie Schild

Swanton
Toledo
Sylvania
Leipsic
Toledo
Swanton
Toledo
Ottawa
Holland
Monroeville

Radiography Major

Jessica L. Davis
Justine A. Dunsmoor
Matthew S Johnson
Edward J Keaveny
Tiffany A. Leffel
Danielle R. Maddox
Yuai (Ann) Marshall
Vanessa J. Taylor
Bethany Rogers-Dawson
Dawn Stasiak

Delta
Perrysburg
Perrysburg
Toledo
Findlay
Toledo
Toledo
Fostoria
Delta
Swanton

Occupational Therapy Assistant Program

Emma L. Badovick
Erin Patricia Besgrove
Monica A. Bird
Lauren Marie Bucher
Danielle K. Collins
Kamika V. Davis
Linda Mae Elchert
Shelly Donise Gray
Nicole J Grzymkowski
Tanya J. Luth-Hall
Erica Renee Hanley
Joyce Harris
Kimberly J. Hofbauer

Norwalk
Oregon
Lambertville, MI
North Baltimore
Deshler
Toledo
Fostoria
Toledo
Maumee
Grand Rapids
Oregon
Toledo
Oregon

Alyssa Nichole Jacoby
Melinda Lea Johnson
LaDonna J. Jones
Cathleen Marie Kern
Joshua Thomas Klinger
Melissa Lynn Longmuir
Kelsie R. Mayes
Jeffery T. Miller
Kristen M. Murray
Emily Anne Myers
Janie M Reichert
Jamie Lynn Ricica
Kristin L. Rutkowski
Ashley Jo Sharrer
Jessica Margaret Torda

Pemberville
Bellevue
Toledo
Northwood
Sylvania
Maumee
Galion
Toledo
Sylvania
Monroeville
Clyde
Lyons
Toledo
Findlay
Toledo

Physical Therapist Assistant Program

Douglas M. Bachmayer
Holly J. Blachowski
Kathryn M Brogan
Michelle Renee Carter
Cassi Lynn Elling
Cody Elling
Gary L. Harmon Jr.
Melanie Hartley
Alyssa M Kertes
Jeremy R. Kestner
Wendy C. Laney
Oi Ieng Loi
Molly Paulette Mackner-Keirstead
Paula Kathryn Miller
Beth Leann Nesper
Ashley M. Partin
Amanda Joyce Robinson
Megyn M Rupp
Rachel Ellen Wahl
Brandy L. Walsh
Emily Elizabeth Weber
Cassandra Danielle Zoll

Oregon
Toledo
Perrysburg
Toledo
Liberty Center
Liberty Center
Toledo
Toledo
Perrysburg
Holland
Tiffin
Toledo
Grand Rapids
Perrysburg
Perrysburg
Curtice
Blissfield, MI
Monclova
Tiffin
Toledo
Waterville
Toledo

Surgical Technology

Tiffany Marie Creamer
Tara L. Doogs
Christina Flathers
Randall Grajczyk
Sarah E. Janowiecki
Anita Diane Koester
Tricia T. Lumbrez
Christine Meyer
Brittany Sierra Sparks
Lindzy N. Spitnale
Lesley R. Tulk
Brande R. Twining
Scott A. Van Nest
Philip Joseph Weiner

Perrysburg
Bloomdale
Maumee
Toledo
Toledo
Toledo
Metamora
Toledo
Toledo
Toledo
Toledo
Swanton
Toledo
Toledo

SCHOOL OF NURSING
Associate Degree of Applied Science
Registered Nursing Program

Hanna E Abunaw	Toledo
Charles Scott Blair	Carey
Betsi Cancelliere	Lemoine
Remy P.M. Cromberg	Toledo
Stephanie L. Eisentrager	Findlay
Candelaria Flores	Whitehouse
April D. Lajti	Toledo
Grace M. Limson	Toledo
Alisha N. McCreary	Toledo
Ann L Melman	Toledo
Amanda S. Merry	Fostoria
Andrea Mae Miller	Tiffin
Amanda M Ogle	Millbury
Adunola Monisola Ogunleye	Webster, TX
Millicant Olang	Maumee
Latoya Chatrease Pettaway	Holland
Troy Lynn Riedel	Tiffin
Dawn M. Siefer	Ottawa
Carly Jo Sifuentes	Toledo
Michele K. Stallard	Findlay
Ashley Annette Thames	Kenton
Kay Parish Theis	Harrod
Jennifer Marie Vaught	Bowling Green
Karen Denise Warren	Toledo
Kelly L. Abbott	Genoa
Michelle Nicole Agapiou	Fostoria
Lisa Anderson	Toledo
Ellen L Anello	Toledo
Stacey M. Avalon	Fostoria
Andrea M. Baker	Oregon
Cynthia Kay Blum	Fremont
Kristin L. Brown	Toledo
Lydia M. Butler	Toledo
Kristian Raquel Cardell	Toledo
Kristen M. Carter	Waterville
Kevin L. Cassaubon	Perrysburg
Christina M. Clark	Rudolph
Esther Kathleen Clayton	Toledo
Eric B. Cochran	Perrysburg
Marisa K Coleman	Toledo
Christopherr James Cook	Oxford, MI
Michael N. Czerniawski	Toledo
Dawn A Czerniejewski	Toledo
Korena Marie Ditmyer	Toledo
Yolanda Dixon	Toledo
Emily Doster	Bowling Green
Michelle K. Droll	Findlay
Stephen S. Ehret	Toledo
Jessica Rene Fountain	Toledo
Benjamin Joseph Gable	Bowling Green
Randall K. Gandy	Toledo
Wendy L. Gardner	Pemberville
LaTisha M. Garth	Toledo
Daniel A. Gary	Perrysburg
Danielle R Geroski	Findlay

Erin N. Graber	Bradner
Jennifer L. Gregg	Fostoria
Andrea L. Guerra	Toledo
Alyssa S Hall	Toledo
Steven Harvey	Ypsilanti, MI
Jeremy Hemminger	Findlay
Jammie L. Hendricks	Berkey
LaTonya D. Henry	Toledo
Samantha Faye Herman	Fostoria
Taryn A Hernandez	Toledo
Drew Patrick Hertzfeld	Waterville
Lisa Michele Herzog	Rossford
Amy S. Hock	Ottawa Hills
Angela R Hubbard	Sylvania
Amy James	Perrysburg
Tamara Jeffries	Toledo
Jayne M Johnoff	Toledo
Ebonee Charmaine Johnson	Toledo
Kerri King	Toledo
Stefanie Lamb	Oregon
Haemin Lee	Toledo
Monica M. Lee	Southgate, MI
Heidi Lee Loman	Sylvania
Karin Ashley Long	Fostoria
Jody L. Lorenzen	Holland
Helen J. Lowery	Perrysburg
Julie R Luginbill	Pandora
Benjamin David Maas	Pandora
Stacie Lois Mack	Sycamore
Rachel Alicia Majerski	Temperance, MI
Sarah L. Markovich	Toledo
Elizabeth Ann Martin	Findlay
Tina M Martin	Berkey
Stephanie Lyn Matthews	Delta
Dawn N. Maxcy	Toledo
Amber Leigh McCormick	Toledo
Lynnette M. Mersing	Swanton
Stephanie A. Mickens	Toledo
Shanan M. Middleton	Swanton
Camille R. Miller	Toledo
Danielle Raye Mixer	Grand Rapids
Mina C. Mollinger	Wayne
Sandra K Mueller	Holland
Anastasia Mysinger	Perrysburg
Tiffany Lynn Nagel	Bloomville
Linda Nelson	Toledo
Patricia A. Newman	Toledo
Angela Ann Nichols	Rossford
Donna Nielsen	Toledo
Stephanie R. Niese	Findlay
Linda Ifeanyichukwu Odiari	Toledo
Ryan Purcell	Findlay
Danielle Maria Pyle	Toledo
Angela M Rainey	Toledo
Tasha Rensch	Findlay
Kelly A. Rice	Toledo
Tiffany Lynn Richardson	Toledo
Katie M Ritchey	Toledo

Heather Marie Roe
Hiley Rollins
Joseph Arnold Rosebrock
Krista L. Rosenberger
Maria A Rybka
Melissa Jo Schade
Mary A Schira
Ronni Schudel
Kailey Marie Selders
Rachel Ann Sepesy
Nicole Marie Sheffler
Kathleen Shull
Michelle K. Siler
Connie B. Skadeland
Jessica M Smith
Kendra L. Stachura
Agustta Sage Stevens
Jody Lynn Stewart
Rebecca M. Stone
Janette Bunalade Tamesis
Sarah Elizabeth Theis
Jessica N. Thomas
Michelle R Thrailkill
Kristie Leigh Tokar
Ashley M Trouten
Helen Webb
Mark Webner
Desiree A Weidner
Jena Lyn Williams
Pamela Lynn Williams
Kori Wolfram
Dina L. Wood
Asia Marie Young
Wendell I. Young
Peggy S. Zbinden
Tami S. Zunk

Medical Assistant Program

Anna Heinze
Valarie N. Shuherk
Ashley Luree Stiles
Bridget K. Tate

Toledo
Toledo
Findlay
Sylvania
Toledo
Kansas
Toledo
Toledo
Grand Rapids
Ida, MI
Pemberville
Bradner
Maumee
Bowling Green
Tiffin
Toledo
Whitehouse
Mount Victory
Put In Bay
Holland
Findlay
Sandusky
Perrysburg
Rossford
Sylvania
Oregon
Oregon
Oak Harbor
Willard
Findlay
Maumee
Findlay
Toledo
Toledo
Grand Rapids
Oregon

Gibsonburg
Toledo
Whitehouse
Berkey

APPENDIX III
Trustees Academic Excellence Scholarship Awards

Legal District High Schools

High School

High School	Recommended Recipient	Recommended Alternate
Anthony Wayne High School	Marissa Schnapp	Casey Stengle
Arcadia High School	Kane Holman	Shelby Wolford
Arlington High School	Mackenzie Heacock	
Bowling Green High School	Kurt Fairchild	
Bowsher High School	Lindsey Huepenbecker	Tiffany Broden
Cardinal Stritch High School	Alyssa Wlodarz	Alex Pappas
Central Catholic High School	Jay Marquette	
Clay High School	Alexandra Zunk	Brittany Greenwood
Eastwood High School	Brice Bassett	Eric Sattler
Elmwood High School	Andrew Davis	Mackenzie Stoepful
Emmanuel Christian High School	Natasha Palmer	
Findlay Digital Academy	Ashley Benishek	Kayla Heffner
Findlay High School	Maggie McKee	
Lake High School	Jenna Workman	Alexa McNamee
Liberty-Benton High School	Brooke Stennett	
Life Skills Center of Toledo	Jeff Michalak	Melissa Gonzales
Maumee High School	Erin Buckenberger	Melizu Freyre
McComb High School	Marissa Bucher	Carrie Williams
Millstream Career & Technology Center	Shelby Williams	
Monclova Christian Academy	Soloman Kanyion	
North Baltimore High School	Austin Conley	Tori Perez
Northwood High School	John Romstadt	Hillary Cummings
Notre Dame Academy	Tristan Burt	Erica Goldsmith
Oak Harbor High School	Justin Velliquette	Logan Hanely
Otsego High School	Corey Hasselman	Dylan Hefflinger
Penta Career Center	Sabrina Lewis	Tyler Shank
Perrysburg High School	Michael Schoenlein	
Phoenix Academy	Wayne Alonzo	Kevin Morningstar
Rossford High School	Dylan Jahns	Nathaniel Reiter
Springfield High School	Katie Bucholz	Julian Wayne
St. Francis DeSales High School	Connor Frey	
St. Ursula Academy	Angelique Baird	Taylor Grana
Start High School	Kyla Hoeflinger	Christina Sanchez
Sylvania Northview High School	Josie Kuntz	Xiao-yan Huang
Sylvania Southview High School	Jordin Post	
Toledo Christian School	Brandon Eldridge	
Toledo School for the Arts	Cristina Loar	
Toledo Technology Academy	Brandon Johnson	Brook Shufelt
Van Buren High School	Olivia Wills	Brooke Rehus
Vanlue High School	Krista Wisner	Shelby Williams
Whitmer High School	Lacey Glander	Darin Sweebe
Woodmore High School	Katelyn Jackson	Tyler Shank
Woodward High School	Julie Bitter	Shane Vasquez

Service Area High Schools

High School

Bellevue High School
Bryan High School
Fayette High School
Ida High School
Liberty Center High School
Mohawk High School
Ottawa-Glandorf High School
Riverdale High School
Tinora High School
Whiteford High School

Recommended Recipient

Hanna Haynes
Kaitlin Spiess
Brooke Croskey
Marissa Lajiness
Dylan Higgins
Eric Boes
Hannah Kaufman
Katlyn Snider
Justin Pahl
Sarah Bowes

Service Area High Schools Alternates

High School

Columbus Grove High School
Fremont Ross High School
Tiffin Columbian

Recommended Alternate

Taylor Haines
Kaitlynn Swaisgood
Jaclyn Black

** Alternates only receive scholarships in the event that the first nominated recipient from that school declines the scholarship. In the case of Service Area schools; should any of the first seven candidates decline, the scholarship rolls to the alternate in order of recommendation.

APPENDIX IV
2012-2014 Academic Calendar

Summer Semester 2012

Monday, May 21, 2012	First 5 week session and 10 week sessions begin
Saturday, May 26, 2012- Monday, May 28, 2012	Holiday - College Closed
Monday, June 4, 2012	8 week session begins
Thursday, June 21, 2012	First 5 week session ends
Monday, June 25, 2012	Last 5 week session begins
Wednesday, July 4, 2012	Holiday Day - College Closed
Thursday, July 26, 2012	8, 10 week and Last 5 week sessions end
Tuesday, July 31, 2012	End of Term Processing (Grades due at 1:00 p.m.)

Fall Semester 2012

Monday, August 13, 2012	Faculty and Staff Return
Monday, August 20, 2012	Fall classes begin
Friday, August 24, 2012	Weekend Sessions begin
Friday, August 31- Sunday, September 2, 2012	No Weekend Sessions
Saturday, September 1 - Monday, September 3, 2012	Holiday - College Closed
Monday, October 8 - Tuesday, October 9, 2012	No Classes – College Open Faculty & Staff Professional Development
Monday, November 12, 2012	Holiday - College Closed
Wednesday, November 21 – Sunday, November 25, 2012	Holiday – College Closed/ No Weekend Sessions
Friday, December 7, 2012	Last day of classes
Sunday, December 9, 2012	Last day of Weekend Sessions
Monday, December 10 – Friday, December 14, 2012	Final Exam Week
Friday, December 14, 2012	Commencement
Tuesday, December 18, 2012	End of Term Processing (Grades due at 1:00 p.m.) Last Faculty Duty Day
Saturday, December 22, 2012 – Tuesday, January 1, 2013	Holiday - College Closed

Spring Semester 2013

Wednesday, January 2, 2013	Faculty and Staff Return
Monday, January 7, 2013	Spring classes begin
Friday, January 11, 2013	Weekend Sessions begin
Monday, January 21, 2013	Holiday - College Closed
Monday, March 4 – Sunday, March 10, 2013	Spring Break / No Weekend Sessions
Friday, April 26, 2013	Last day of classes
Sunday, April 28, 2013	Last day of Weekend Sessions
Monday, April 29 – Friday, May 3, 2013	Final Exam Week
Friday, May 3, 2013	Commencement
Tuesday, May 7, 2013	End of Term Processing (Grades due at 1:00 p.m.)
Wednesday, May 8, 2013	Last Faculty Duty Day

Summer Semester 2013

Monday, May 20, 2013	First 5 week session and 10 week sessions begin
Saturday, May 25, 2013- Monday, May 27, 2013	Holiday - College Closed
Monday, June 3, 2013	8 week session begins
Thursday, June 20, 2013	First 5 week session ends
Monday, June 24, 2013	Last 5 week session begins
Thursday, July 4, 2013	Holiday - College Closed
Thursday, July 25, 2013	8, 10 week and Last 5 week sessions end
Tuesday, July 30, 2013	End of Term Processing (Grades due at 1:00 p.m.)

Fall Semester 2013

Monday, August 12, 2013	Faculty and Staff Return
Monday, August 19, 2013	Fall classes begin
Friday, August 23, 2013	Weekend Sessions begin
Friday, August 30- Sunday, September 1, 2013	No Weekend Sessions
Saturday, August 31 - Monday, September 2, 2013	Holiday - College Closed
Monday, October 7 - Tuesday, October 8, 2013	No Classes – College Open Faculty & Staff Professional Development
Monday, November 11, 2013	Holiday - College Closed
Wednesday, November 20 – Sunday, November 24, 2013	Holiday – College Closed/ No Weekend Sessions
Friday, December 6, 2013	Last day of classes
Sunday, December 8, 2013	Last day of Weekend Sessions
Monday, December 9 – Friday, December 13, 2013	Final Exam Week
Friday, December 13, 2013	Commencement
Tuesday, December 17, 2013	End of Term Processing (Grades due at 1:00 p.m.) Last Faculty Duty Day
Tuesday, December 24, 2013 – Wednesday, January 1, 2014	College Closed – Holiday Break

Spring Semester 2014

Thursday, January 2, 2014	Faculty and Staff Return
Monday, January 6, 2014	Spring classes begin
Friday, January 10, 2014	Weekend Sessions begin
Monday, January 20, 2014	Holiday - College Closed
Monday, March 3 – Sunday, March 9, 2014	Spring Break / No Weekend Sessions
Friday, April 25, 2014	Last day of classes
Sunday, April 27, 2014	Last day of Weekend Sessions
Monday, April 28 – Friday, May 2, 2014	Final Exam Week
Friday, May 2, 2014	Commencement
Tuesday, May 6, 2014	End of Term Processing (Grades due at 1:00 p.m.)
Wednesday, May 7, 2014	Last Faculty Duty Day

APPENDIX V
3358:11-2-55 Academic Misconduct Policy

3358:11-2-55 Academic misconduct policy.

- A. Purpose. Owens community college seeks to maintain a learning environment where students are expected to conduct themselves with integrity and honesty, both personally and professionally. The following standards are outlined and are promulgated in the associated procedures of this rule.
- (1) Defines expected behavior.
 - (2) Articulates prohibited behavior.
 - (3) Describes the disciplinary process.
 - (4) Outlines possible sanctions.
 - (5) Provides an opportunity for appeal.
- B. Application: This rule applies to all students.
- C. Implementation. The office of the provost will implement procedures, guidelines and forms, which are consistent with the provisions of this rule.

Effective date: DATE

Patricia M. Jezak_____

Certification

X/X/2011_____

Date

Promulgated under:	111.15
Statutory authority:	3358.08
Rule amplifies:	3358.08
Prior effective dates:	NA

APPENDIX VI
3358:11-2-53 Adding a Major Policy

3358:11-2-53 Adding a ~~second~~ major policy.

- A. Purpose. Students may ~~enroll in~~ declare more than one program of study ~~at the same time~~ but for their degree or certificate and must meet all requirements for ~~both~~ all programs ~~or~~ and majors.
- B. Guidelines Implementation. The office of the provost will implement procedures, guidelines and forms, which are consistent with the provisions of this rule.
- (1) ~~Students pursuing more than one major must officially declare their intent by completing the appropriate form in the record's office. This must be done prior to beginning coursework on the second major.~~
- (2) ~~If there are technical electives in either of the majors, the electives must be different. The courses from one major cannot meet technical elective requirements in both majors.~~

Effective date: DATE

Patricia M. Jezak _____
Certification

X/X/2011 _____
Date

Promulgated under:	111.15
Statutory authority:	3358.08
Rule amplifies:	3358.08
Prior effective dates:	3/5/2002

APPENDIX VII
3358:11-2-32 Grading System Policy

3358:11-2-32 Grading system policy.

- A. Purpose. Faculty ~~The college~~ will use ~~the~~ a letter grading system for evaluation of students' achievements in their ~~elasses~~ courses.
- B. Guidelines Implementation. The office of the provost will implement the grading system, procedures, guidelines and forms, which are consistent with the provisions of this rule.
- (1) ~~The following system will be used in evaluating student achievement.~~
- ~~(a) Grade "A." Superior quality of achievement—4.0 grade point value.~~
 - ~~(b) Grade "B." Good quality of achievement—3.0 grade point value.~~
 - ~~(c) Grade "C." Passing quality of achievement—2.0 grade point value.~~
 - ~~(d) Grade "D." Poor but passing quality of achievement—1.0 grade point value.~~
 - ~~(e) Grade "F." Failure quality of achievement—0.0 grade point value.~~
 - ~~(f) Grade "I." Incomplete quality of achievement—0.0 grade point value.~~
 - ~~(g) Notation "WD." Withdrawal from course—0.0 grade point value.~~
 - ~~(h) Notation "AU." Audit of course—0.0 grade point value.~~
 - ~~(i) Grade "P/NP." Passing grade with no effect on cumulative average—0.0 grade point value.~~
 - ~~(j) Grade "F/NC." Failing grade with no effect on cumulative average—0.0 grade point value.~~
 - ~~(k) Notation "PR." Progress with no effect on cumulative average—0.0 grade point value.~~
 - ~~(i) To be used only for MTH 100, ENG 100, ENG 101, ENG 104, and ENG 105. Indicates regular attendance and performance above "F" level but insufficient progress for "P/NP" or incomplete. Course needs to be repeated.~~
- (2) ~~Grade reports will be mailed to the student's home address at the close of each semester.~~
- (3) ~~Grade disputes and appeals. Students have one semester in which to dispute/appeal an academic grade received.~~
- (4) ~~Grade point average calculation. The cumulative grade point average is computed by dividing the total number of quality points earned by the number of semester hours attempted.~~

Effective date: DATE

Patricia M. Jezak _____

Certification

X/X/2011 _____

Date

Promulgated under: 111.15
Statutory authority: 3358.08
Rule amplifies: 3358.08
Prior effective dates: 3/5/2002

APPENDIX VIII
3358:11-2-33 Cheating and Plagiarism Policy

3358:11-2-33 Cheating and plagiarism.

- A. Purpose. Dishonest scholarship practices include, but are not limited to, taking, using or copying another's work and submitting it as one's own or intentionally falsifying information or taking another's ideas with the intention of passing these ideas as one's own.
- B. Guidelines.
- (1) It is recognized by the college that the prime responsibility for academic honesty is the individual student. However, the instructor will endeavor to create a learning environment that discourages cheating and encourages honest scholarship.
 - (2) The judgment regarding a dishonest scholarly practice should, in most cases, be made by the individual instructor.
 - (3) The basic criterion that will be used to judge the dishonest scholarly practice is the intention of the student to enhance his/her own position within the class by employing a dishonest or unacceptable scholarly practice. Examples include, but are not limited to:
 - (a) Work copied verbatim from an original author without proper credit.
 - (b) Work copied with only a few words altered from the original without proper credit being given.
 - (c) Answers copied from another's test paper.
 - (d) Evidence of a deliberate and calculated plan to engage in a dishonest academic practice such as gaining access to examinations prior to the exam time or the extraction of information regarding an examination from other students.
 - (e) Falsification of clinical records.
 - (4) The instructor shall report all incidents of dishonest academic practice to the appropriate dean and chair of the department. The dean shall see that appropriate action is taken and shall notify the instructor and chair of the action taken.
 - (5) The student shall be notified, in writing by the dean, of the consequences and the right to appeal.
 - (6) Consequences for proven cases of dishonest scholarly practices are as follows:
 - (a) The first offense will result in an equivalent grade of "F" being given for the particular test, project or paper on which the cheating has occurred. The instructor may require the student to demonstrate mastery of the objectives for the particular test, project or paper, the grade will remain an "F".

- (b) The second offense (two total offenses, not necessarily in one course) will result in the student being assigned a failing grade for the course in which the second offense occurred.
 - (c) Any student involved in three total offenses (not necessarily in one course) will immediately be dismissed from the college for one full academic semester. Upon readmission, a student that had been dismissed for dishonest practices will be immediately dismissed from the college upon any subsequent single offense involving a dishonest academic practice.
- (7) If a student feels that he/she has been wrongly accused, appeal procedures exist. The penalty for a proven case of dishonest scholarly practice will stand through appeal.
- (a) If the appeal ruling is in favor of the student, the following will apply:
 - (i) For the first offense, the test, project or paper will be graded on the criteria for that assignment.
 - (ii) For the second offense, the student's grade will be evaluated based on the criteria for the course.
 - (iii) For the third offense, the student will be reinstated to the college without penalty.
- (8) All reports of incidents of dishonest academic practice shall be maintained in the student's permanent file in the record's office until the student graduates.

Effective date: DATE

Patricia M. Jezak
Certification

X/X/2011
Date

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Statutory authority:	3358.08
Rule amplifies:	3358.08
Prior effective dates:	3/5/2002

APPENDIX IX
3358:11-1-04 Trustees Academic Excellence Scholarship Program Policy

3358:11-1-04 Trustees' academic excellence scholarship program policy.

- A. Purpose. The Owens ~~Community College~~ community college board of trustees established the academic excellence scholarship to honor the academic achievements of high school students.
- B. ~~Award guidelines~~ Application.
- (1) One new scholarship will be offered annually to each high school that is chartered by the Ohio department of education and is in the college's legal district as ~~chartered~~ chartered by the Ohio Board board of Regents regents. Recipients for the legal district scholarships will be chosen through high school principal nomination for recommendation by the president to the college's board of trustees.
 - (2) Additional academic excellence scholarships may be offered each year to students from high schools outside the college's legal district but within the college's service area dependent upon available funding. Recipients for the service area scholarships will be recommended through their high school principal and selected by the provost ~~council of deans~~ for recommendation by the president to the college's board of trustees.
 - (3) The scholarship is renewable with a ~~lifetime~~, maximum award of two thousand dollars per student. The scholarship will be awarded for two consecutive academic years (fall and spring semesters). The recipient will receive five hundred dollars for each of the four semesters if the award criteria are maintained.
- C. ~~Criteria guidelines~~ Implementation. The office of the provost, or designee, will implement the program, procedures, guidelines and forms, which are consistent with the provisions of this rule.
- ~~(1) A recipient must be a high school graduate who has a minimum high school grade point average of 3.0.~~
 - ~~(2) A recipient must be enrolled in an associate degree program.~~
 - ~~(3) A recipient must maintain full time enrollment at Owens Community College.~~
 - ~~(4) A recipient must maintain a minimum 3.0 cumulative grade point average at Owens Community College.~~
 - ~~(5) Service area scholarship. In addition to the nomination/ recommendation from their high school principal, a student must submit a short essay containing a statement of educational goals. The student essay should not exceed three pages and should be typed and double spaced.~~
- ~~(D) Administrative guidelines.~~
- ~~(1) Distribution of nomination/recommendation forms to high school principals will be the responsibility of the office of college advancement. The office of admissions will be responsible for marketing the scholarship during high school recruitment visits.~~

- ~~(2) The processing of nomination/recommendation materials will be the responsibility of the office of college advancement.~~
 - ~~(3) Selection of the service area scholarship awards will be made by the council of deans.~~
 - ~~(4) The Owens Community College board of trustees will approve the awarding of the scholarships at a public meeting.~~
 - ~~(5) The offices of college advancement and student services will coordinate presentation of the award with a recipient's high school.~~
 - ~~(6) The financial aid office will administer the processing of awards.~~
 - ~~(7) Unless the student has otherwise notified the college, scholarship funds will be applied directly to a recipient's tuition and fees account within the college's bursar's office.~~
 - ~~(8) If a recipient receives other scholarship/financial aid funds which have cleared a recipient's tuition and fees account balance, then any surplus funds from the Owens Community College trustees' academic excellence scholarship will be provided to a recipient as cash.~~
 - ~~(9) Verification of continuing eligibility will be made by the college's financial aid office, in conjunction with the college's record's office.~~
- ~~(E) Funding guidelines:~~
- ~~(1) Funds for the Owens Community College trustees' academic excellence scholarship will be provided from the college's general operating budget with a specific dollar amount set aside each year to correspond with the amount of awards made.~~

Effective date: XX/XX/2011

 Certification

 Date

Promulgated under:	RC Sec. 111.15
Statutory authority:	RC Sec. 3358.08
Rule amplifies:	RC Sec. 3358.08
Prior effective dates:	3/5/2002