

OWENS COMMUNITY COLLEGE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
AUGUST 2, 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 12:30 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 June 14, 2011, regular meeting were reviewed, and the Chair declared the minutes approved as written.

**President's Report** – Dr. Larry McDougle, President, presented his activity report for the months of June and July. He highlighted his various meetings, including urban developers who toured the Owens Learning Center at The Source; Trustee McMaster for a site visit of the Entrepreneurship Innovation Institute of Lorain County Community College; and the president of National Taichung Nursing College, Taichung, Taiwan, China. He commented on an organizational structure review that he plans to share with employees in forums to be scheduled after the start up of the fall semester. President McDougle commented on the federal debt ceiling and its potential impact to the Federal Pell Grant, which provides financial aid to thousands of community college students.

**Facilities/Capital Improvements Report** – John Satkowski, Executive Vice President/CFO, provided an update on renovations, converting space to additional classrooms in College Hall and Audio/Visual Classroom Center, the reconfiguration of the Fireside Grill, the installation of the Cisco telepresence rooms and the maintenance and repairs of parking lots and sidewalks.

**Executive Vice President/Provost's Report** – Dr. Renay Scott, Executive Vice President/Provost, announced that the Health Information Technology Program was granted continued accreditation with the Commission on Accreditation for Health Informatics and Information Management Education. She also announced that the Ohio Board of Regents has approved a new degree program in dental assisting, and Pelton & Crane has generously donated dental chairs and stools in support of the new program. She reported on the College's international educational partnerships with National Taichung Nursing College, Ningbo Polytechnic Institute and Chien-Shiung Institute of Technology. She closed her report in noting grant funding awards totaling \$2 million among the companies of First Solar, Dow Chemical Company and Willard and Kelsey Solar Group due to assistance from Workforce and Community Services.

**Report on Open Positions** – Lisa Dubose, Interim Vice President for Human Resources, presented the open positions report. She commented that the report reflects 14 new and 25 replacement positions in various search stages.

**Dates to Remember and 2011-2012 Board of Trustees Meeting Schedule** – President McDougle presented dates to remember and highlighted trustees activities for fall semester.

### **EXECUTIVE SESSION**

Chair Talmage announced an executive session for discussion of pending court action with in-house legal counsel, collective bargaining matters, personnel contracts of individuals as well as for appointment and dismissal of individuals. Mr. Libbe made a motion to adjourn to executive session as specified. Mr. Molter 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 2011-08-02-10**

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Melissa Bondy, Representative, Admissions and Career Services, effective August 5, 2011, for personal reasons be approved by the Board of Trustees.

##### **RESOLUTION 2011-08-02-11**

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Marna Cousino, Manager, Special Events, effective August 12, 2011, for reason of accepting another job be approved by the Board of Trustees.

Mr. Molter 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 2011-08-02-01**

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Beverly Cowell, Help Desk Technician, effective September 1, 2011, for reason of retirement be approved by the Board of Trustees.

##### **RESOLUTION 2011-08-02-02**

BE IT HEREBY RESOLVED that the recommendation of the President to accept the termination of Denise Pheils, Professor, Information Systems, effective June 22, 2011, for cause be approved by the Board of Trustees.

##### **RESOLUTION 2011-08-02-03**

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Alison Siefker, Teacher, Child Care Center (Findlay), effective August 6, 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. Molter. Mr. Takacs abstained. Following a voice vote, the motion was adopted.

**Employment of Non-Bargaining Unit Personnel:**

RESOLUTION 2011-08-02-04 & 12

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: Patrick Johnston  
ADDRESS: Waterville, OH  
EDUCATION: Master of Arts, with a major in History, from University of Kentucky;  
Bachelor of Science, with a major in Journalism, from Bowling Green State University  
EXPERIENCE: Four years experience working as a grants writer  
ASSIGNMENT: Grants Developer

NAME: Erin Battistoni  
ADDRESS: Portage, OH  
EDUCATION: Master of Arts, with a major in Social Work, from Saint Louis University;  
Master of Arts, with a major in Pastoral Studies, from Aquinas Institute of Theology; Bachelor of Arts, with a major in Social Work, from Anna Marie College  
EXPERIENCE: Three years of academic advising experience  
ASSIGNMENT: Manager, Academic Advising, School of Nursing

NAME: Jacey Parks  
ADDRESS: Genoa, OH  
EDUCATION: Master of Arts, with a major in College Student Personnel, from Bowling Green State University; Bachelor of Science in Education, with a major in Intervention Specialist, from Bowling Green State University  
EXPERIENCE: Three years of academic advising experience  
ASSIGNMENT: Manager, Academic Advising, School of Technology

NAME: Jeannette Passmore  
ADDRESS: Delphos, OH  
EDUCATION: Bachelor of Arts, with a major in Psychology, from The Ohio State University  
EXPERIENCE: Three years of academic advising experience  
ASSIGNMENT: Manager, Academic Advising, School of Arts and Sciences

NAME: Carolyn Ramsdell  
ADDRESS: Toledo, OH  
EDUCATION: Master of Arts, with a major in College Student Personnel, from Bowling Green State University; Bachelor of Arts, with a major in Business Administration, from Lourdes College  
EXPERIENCE: Three years of academic advising experience  
ASSIGNMENT: Manager, Academic Advising, School of Business

RESOLUTION 2011-08-02-05 & 13

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

<u>NAME</u>	<u>ASSIGNMENT</u>
Denise Hoeft	Manager, Child Care Center (Findlay)
Richard Clark	Manager, Academic Advising, School of Public Safety and Emergency Preparedness
Patrick Dymarkowski	Manager, Academic Advising, School of Health Sciences
Sheree Madison-Emery	Manager, Academic Advising, School of Arts and Sciences

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

**Employment of Bargaining Unit Personnel:**

RESOLUTION 2011-08-02-14

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: Janine Rosenthal  
ADDRESS: Maumee, OH  
EDUCATION: Master of Management, with a major in Finance and Economics, from  
Northwestern University; Bachelor of Business Administration, with a major  
in Accounting, from University of Notre Dame  
EXPERIENCE: Ten years experience as an accountant  
ASSIGNMENT: Instructor, Accounting

RESOLUTION 2011-08-02-06

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>
Nanette Honsberger	Secretary, Department of Fine and Performing Arts

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

**Summer Semester 2011 Candidates for Graduation:**

RESOLUTION 2011-08-02-07

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

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

**Amendment to the Academic Calendar 2012-2014:**

RESOLUTION 2011-08-02-08

BE IT HEREBY RESOLVED that the recommendation of the President to amend the 2012-2014 academic calendar (as set forth below) be approved by the Board of Trustees.

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
<del>Wednesday, November 20 – Sunday, November 24, 2013</del>	<del>Holiday – College Closed/ No Weekend Sessions</del>
<del>Wednesday, November 27 – Sunday, December 1, 2013</del>	<del>Holiday – College Closed/ No Weekend Sessions</del>
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

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

**Ratification of Owens Federation of Safety and Security Employees Tentative Agreement:**

RESOLUTION 2011-08-02-09

WHEREAS, the collective bargaining agreement between the Owens Federation of Safety and Security Employees and Owens Community College was for the term of January 1, 2009, through December 31, 2011; and

WHEREAS, the members representing the Owens Federation of Safety and Security Employees and Administration negotiated a tentative agreement for a length of three years, for the term of November 7, 2011, through November 6, 2014, (Attachment 1) which includes wage increases and adjustments to health care benefits, effective January 1 for respective years 2012, 2013 and 2014 as well as contract language modifications for Articles VII, VIII and XX;

WHEREAS, the tentative agreement is within the College's ability to fund; and

WHEREAS, the Owens Federation of Safety and Security Employees voted to ratify the tentative agreement, notified College administration on June 29, 2011, and the Board Secretary sent the tentative agreement to the Board of Trustees on July 13, 2011; and

WHEREAS, the Vice President of Labor and Employee Relations, the Treasurer and the President recommend the tentative agreement with the Owens Federation of Safety and Security Employees to the Board of Trustees;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees ratifies the Owens Federation of Safety and Security Employees tentative agreement for the term of November 7, 2011, through November 6, 2014;

BE IT FURTHER RESOLVED that this tentative agreement shall be incorporated as part of the collective bargaining agreement and filed with the State Employment Relations Board.

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

### **Memorandum of Understanding – Owens Federation of Safety and Security Employees:**

#### RESOLUTION 2011-08-02-15

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

- Effective May 10, 2012, the recognition of Veterans Day as a designated paid holiday, replacing the mid-semester break. (Attachment 2)

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 said amendment will be filed with the State Employment Relations Board.

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

### **REGULAR REPORTS**

**Financial Statements** - Mr. Satkowski presented the financial statements for the period ending May 31, 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** – Dr. McMaster commented on the listing of candidates for graduation. Chair Talmage commented on the presidential search and noted that meetings with stakeholders and the consultant are being planned in mid-September.

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

**APPENDIX I**  
**Summer 2011 Candidates for Graduation**

**SCHOOL OF ARTS AND SCIENCES**

**Associate Degree of Arts**

**Liberal Arts General Concentration**

Robert Andrew Lakis Perrysburg  
Jessica S. Whiteaker Sylvania

**Commercial Art Concentration**

Ashleigh Nichole Teet Williston  
Adrian Michael Vitou Sylvania

**Communication Studies Concentration**

Jacob Ryan Dowling Findlay

**Middle Childhood Education Concentration**

Ashleigh Whitacre Toledo

**Multi-age Education Concentration**

Rachel L. Colon Perrysburg  
Rachel M. Cutlip Temperance, MI

**Social Work Concentration**

Douglas J. Schnapp Millbury

**Associate Degree of Science**

**Liberal Arts General Concentration**

Jasmine A. Blanton Toledo  
Candice Janelle Cawley Gwynn Oak, MD  
Karina Elizabeth Repp Perrysburg  
Syedah Azra Richey Oregon

**Business Administration Concentration**

Garrett M. Busch Toledo  
Marissa Blue New Riegel  
Zach Dermer Oregon  
Regina M. Funches-Berry Toledo  
Saige Lee Meyer Deshler  
Joshua A. Sabatino Perrysburg  
MariJane R. Tripp Findlay  
Cory A. Wobser Castalia

**Pre-Nursing Concentration**

Shelby Ann Schuster Sylvania

**Pre-Occupational Therapy Concentration**

Amanda Elizabeth Schuster Sylvania



**Associate Degree of Applied Science  
Fine and Performing Arts Technology  
Commercial Art Technology**

Brian W. White

Perrysburg

**SCHOOL OF BUSINESS**

**Associate Degree of Applied Business  
Accounting Technology**

Billy Cockrell Jr.

Toledo

Lindsay McLaughlin

Toledo

**Business Management Technology**

Ronald Austin

Toledo

Derrick T. Brubaker

Toledo

Bobbi Jo Burkhard

Toledo

Karen Renee Coleman

Toledo

Louis Tho Hang

Findlay

Lori A. Kerbel

Gibsonburg

Selynn Lazur

Toledo

Cynthia Denise Mann

Toledo

Barbie J. Miller

Mount Blanchard

Benjamin J. Oberhouse

Bowling Green

Daniel Edward Repp

Sandusky

Timothy Leroy Reyome Jr.

Fostoria

Ryan Tillett

Toledo

Shawn M. Varner

Continental

**Computer Programming Technology**

Steven Robison

Findlay

**Information Systems Technology**

Dennis Elchert

Carey

**Marketing and Sales Technology**

Nicholas A. Knowles

Toledo

Kyle N. Martin

Monroeville

**Office Administration Technology**

Rebecca A. Nunez

Bellevue

**Medical Office Support Major**

Jo Ellen Gross

Findlay

Stephanie A. Korcsog

Toledo

Tiffany P. Lowery

Wharton

**SCHOOL OF TECHNOLOGY**

**Associate Degree of Applied Science  
Automotive Technology**

Albin A. Bauer III

Northwood

**CAD Technology**

Joe Fisher  
Isaac James Hock

Perrysburg  
Toledo

**Environmental Management Technology**

Colman McCord

Toledo

**Mechanical Engineering Technology**

Nicholas R. Hughes  
Robert F. Lock  
Brian L. Shepherd

Ottawa  
Rossford  
Toledo

**Welding Technology**

Tyler Steven Donnell

Gibsonburg

**Skilled Trades Technologies****Associate Degree of Applied Science****Electrical Major**

Shawn S. Hartel  
Matthew L. Leis

Woodville  
Napoleon

**Associate Degree of Technical Studies**

Jessie Ray Duke

Toledo

**SCHOOL OF PUBLIC SAFETY AND EMERGENCY PREPAREDNESS****Associate Degree of Applied Science****Criminal Justice Technology**

Veronica Boylan  
Angela L. Brooks  
Benjamin Thomas

LaSalle, MI  
Walbridge  
Arlington

**Fire Science Technology**

Gary Timothy Harman II  
Christopher Scott Hefner

Toledo  
Walbridge

**SCHOOL OF HEALTH SCIENCES****Associate Degree of Applied Science****Dental Hygiene Program**

Amber E. Davidson

New Albany

**Health Information Technology**

Renee F Hires  
Cynthia J. Hoenig  
Stephany A. Musil  
Nicole K. Staccone

Northwood  
Maumee  
Berkey  
Temperance, MI

**Occupational Therapy Assistant Program**

Linda Mae Elchert  
Erica Renee Hanley  
Amanda Zelenak

Fostoria  
Oregon  
Fostoria

**Physical Therapist Assistant Program**

Amy Marie Beach

Jenera

**SCHOOL OF NURSING**

**Registered Nursing Program**

Jamie Almester

Brittany D. Anderson

Cynthia K. Blum

Christina Manuela Clark

Esther Clayton

Jeremy S. Hemminger

Haemin Lee

Tiffany Lynn Nagel

Stephanie R. Niese

Katie M. Ritchey

Michele K. Stallard

Jena Lyn Williams

Rossford

Bowling Green

Fremont

Rudolph

Toledo

Findlay

Champaign, IL

Bloomville

Findlay

Toledo

Findlay

Tiffin

**Medical Assistant Program**

Brittany D. Cole

Kayla Marie Delgado

Barbara A. Helms

Jason C. Helms

Heather L. Hilger

Jennifer D. Hill

Kathleen S. May

Ashley E. Scott

Jessica L. Vollmar

Brittany Kay Wells

Tiffin

Leipsic

Fostoria

Fostoria

Toledo

Bluffton

Arlington

Fostoria

Toledo

McComb