

OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
AUGUST 4, 2015 ~ MINUTES

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

Call to Order – Chair Rich Rowe called the meeting to order at 12:30 p.m. and directed the record to show the meeting was held in accordance with the Ohio Revised Code and the policies of the Board of Trustees.

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

Approval of the Minutes of the Board of Trustees – The minutes of the June 17, 2015, regular meeting and the July 15, 2015 special meeting were provided. The Chair declared the minutes approved as circulated.

President’s Report – President Mike Bower presented his activity report for June and July. He commented on building collaborations with the College’s programs, and noted his individual tours of an area tool and machining plant and a community organization.

Vice President of Academic Affairs Report – Steve Robinson, Vice President of Academic Affairs, provided an update on organizational changes for School of Nursing and Health Professions, the transition from faculty chairs to an administrative chair model to be completed, January 2016; and, the recommendation of the academic calendar toward a 16-week semester, to begin Fall Semester 2016. In response to a question from Trustee Uhler, Dr. Robinson commented on a 16-week calendar supporting student learning, success and relieving compressed class schedules in the sciences and occupational programs. Dr. Robinson announced the award of a federal TRIO Student Support Services five-year grant to increase student persistence, academic standing, graduation and transfer rates.

Personnel and Financial Reports – Dave Cannon, Vice President/Chief Financial Officer, presented the financial statements for the period ending May 31, 2015. He commented on FY 2015 net gain/(loss) as compared to the same period of the prior fiscal year. He commented on year-end adjustment entries to be made. In response to a question from Trustee Uhler, Mr. Cannon commented on implementing a process of accrual adjustment entries for next fiscal year. Mr. Cannon also commented on the state-wide initiative of shared services and the importance of financial transparency. At the conclusion of the report, Chair Rowe accepted the submitted financial statements.

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Employment of Personnel:

RESOLUTION 2015-08-04-01

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

NAME: Andrew Haley
ADDRESS: Oak Harbor, OH
EDUCATION: Associate Degree, with a major in Technical Studies, from Terra Community College
EXPERIENCE: Twelve years of experience as a police officer
ASSIGNMENT: Police Officer

NAME: John Waldman
ADDRESS: Findlay, OH
EDUCATION: Graduate of Liberty-Benton High School
EXPERIENCE: Forty years of experience in building, carpentry, electrical, HVAC and plumbing maintenance
ASSIGNMENT: Maintenance Specialist I (Findlay)

RESOLUTION 2015-08-04-02

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

<u>NAME</u>	<u>ASSIGNMENT</u>
David Halsey	Director, Facilities Services
Kristine Holland	Administrative Assistant, Business Affairs and Construction
Richard Marquardt	Manager, Facilities Services and Operations
Laura Moore	Director, Alumni Relations
Laurie Sabin	Director, Finance and Budget
Amy Giordano	Assistant Dean, Student and Veteran Services
Jennifer Rodriguez	Advocate (Findlay)
Michael Sander	Chair, Fine and Performing Arts
Meghan Schmidbauer	Assistant Dean, Admissions, International Students and College Credit Plus

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

Academic Calendar 2016-2018:

RESOLUTION 2015-08-04-03

BE IT HEREBY RESOLVED that the recommendation of the President to adopt the 2016-2018 academic calendar (as set forth in Appendix I) be approved by the Board of Trustees.

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

Report of Purchase Requisitions, Orders, Bids and Expenditures Requiring Board Approval:

RESOLUTION 2015-08-04-04

BE IT HEREBY RESOLVED that the report(s) of purchase requisitions, orders, bids or expenditures, \$50,000 or more, in accordance with the 3358;11-1-12 Financial Standards Policy be approved by the Board of Trustees.

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

Statements and Comments by Members of the Board of Trustees – Vice Chair Talmage commended individual faculty members who have paid out-of-pocket for professional development. Chair Rowe commended Trustee Nagle on a perfect attendance record of 34 consecutive meetings since his appointment to the Board in 2012.

EXECUTIVE SESSION

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

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

REGULAR REPORTS

Monthly Reports to the Board of Trustees – Members of the Board of Trustees were issued monthly reports from Academic Affairs, Business Affairs, Owens Foundation and Student Services.

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

APPENDIX I
Academic Calendar 2016-2018

Summer Semester 2016

May 23 – First 5-week and 10-week classes begin
May 30 – Holiday ~ College closed
June 20 – 8-week classes begin
July 4 – Holiday ~ College closed
August 7 – 8-week classes end

Fall Semester 2016

August 22 – Classes begin (*Classes may have varying start dates; refer to the class schedule for start dates and locations*)
September 2–4 – No weekend classes
September 5 – Holiday ~ College closed
November 11 – Holiday ~ College closed
November 23–27 – Holiday ~ College closed
December 4 – Last day of classes
December 5–8 – Final exam week
December 9 – Commencement
December 23 – January 2, 2017 – College closed ~ Holiday break

Spring Semester 2017

January 9 – Classes begin (*Classes may have varying start dates; refer to the class schedule for start dates and locations*)
January 16 – Holiday ~ College closed
March 9–15 – Spring break ~ No classes (no weekend classes)
April 30 – Last day of classes
May 1 – 4 – Final exam week
May 5 – Commencement

Summer Semester 2017

May 22 – First 5-week and 10-week classes begin
May 29 – Holiday ~ College closed
June 12 – 8-week classes begin
July 4 – Holiday ~ College closed
August 6 – 8-week classes end

Fall Semester 2017

August 21 – Classes begin (*Classes may have varying start dates; refer to the class schedule for start dates and locations*)
September 1–3 – No weekend classes
September 4 – Holiday ~ College closed
November 10 – Holiday ~ College closed
November 22–26 – Holiday ~ College closed
December 3 – Last day of classes
December 4–7 – Final exam week
December 15 – Commencement
December 22 – January 1, 2018 – College closed ~ Holiday break

Spring Semester 2018

January 8 – Classes begin (*Classes may have varying start dates; refer to the class schedule for start dates and locations*)
January 15 – Holiday ~ College closed
March 4 - 11 – Spring Break ~ No classes (no weekend classes)
May 1–4 – Final exam week
May 5 – Commencement