

OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 11, 2012 ~ 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: Allan Libbe, Ronald McMaster, R J Molter, Edwin Nagle, Rich Rowe, William Takacs, Diana Talmage and Thomas Uhler (8).

Approval of the Minutes of the Board of Trustees – The minutes of the August 7, 2012, regular meeting were reviewed. The Chair declared the minutes approved as written.

Finance Committee Report – Mr. Rowe led a moment of silence in memory of the victims who perished in the terrorist attacks on September 11, 2001. He then reported that the Finance Committee met on August 21, 2012. He stated that during the meeting, John Satkowski, Vice President, Finance and Administration/CFO, proposed a capital borrowing plan to supplement the State of Ohio capital appropriation for the College's phase II renovations of Heritage Hall, the Energy Conservation project and other capital items. He commented that later in the meeting, a recommendation will be presented. He stated that the members of the Finance Committee understand that a long-term borrowing plan would be based on revenue-producing instructional programs in the space earmarked for renovations.

President and Vice President/Provost's Reports – Renay Scott, Vice President/Provost, presented the President's activity report on behalf of President Mike Bower, who was attending Governor Kasich's meeting with colleges and universities calling for budget collaboration. Dr. Scott commented that President Bower has recently toured local training facilities in the Toledo area, and he also toured the College's new emporium math laboratory. Dr. Scott presented her Provost's report, which included the Higher Learning Commission site visit on August 29, 30 and 31 for the reaffirmation of the institution's accreditation through the Academic Quality Improvement Program (AQIP). Trustee Takacs, who represented the Board, commented on the experience as being very gratifying and relayed the reviewers' observations that Owens Community College is a leading AQIP college in the United States. Mr. Takacs recognized Thomas Perin, Associate Vice President for Assessment and Accreditation, and the support of the faculty, staff, students and administration for their preparation and demonstration of the College's culture of continuous quality improvement.

Facilities/Capital Improvements Report – John Satkowski, Vice President, Finance and Administration/CFO, reported that progress is being made toward finalizing a capital borrowing plan, reviewing financing proposals and evaluating architect qualifications for phase II renovations of Heritage Hall. The fiscal year 2013-2014 capital appropriation of \$5.9 million has been allocated to the College by the Ohio Office of Budget and Management. Planning is in progress toward requesting proposals to finance the expansion of the College's information technology storage capabilities. On the Findlay Campus, the Child Care Center addition is

scheduled for occupancy and a drainage project will address areas of water retention on the campus grounds. On the Toledo Campus, the construction of the Dental Assisting Laboratory is nearing completion, and a request for construction bids is being advertised to convert the area vacated by welding into a high bay area for Transportation Technologies technician programs. He closed his report by commenting that due to an increase in student ridership, a third TARTA bus has been added to the morning downtown loop to transport students to the Toledo Campus.

Owens Experience Report – Krista Kiessling, Director of Service Learning, gave a presentation on the community garden and the Harvest Pantry, which began in 2011 to provide service learning opportunities for students participating in the learning communities of Project DEgree and Bridge to Success. Throughout the first year of operation, the Harvest Pantry answered the call for other needs such as learning new skills, organic gardening and most importantly, hunger. A “light bulb” moment occurred when it was discovered that the food grown and gathered by students could also serve students. A collaborative effort began as the College provided the Harvest Pantry with space and equipment in Heritage Hall, and it partnered with a local food bank. One year later, the Harvest Pantry has served more than 3,000 pounds of food to feed the hungry, including many first-generation college students. It is open one day a week. Ms. Kiessling closed her report by commenting that the more the service learning students understand about the processes of federal aid, the more important the Owens Harvest Pantry becomes to breaking barriers of poverty and strengthening our communities. At the end of her report, Chair Talmage thanked Ms. Kiessling, and she presented her with donations from members of the Board for the Harvest Pantry. Ms. Kiessling thanked the Board of Trustees and said, “Our students know that we care about them, and the world is becoming a better place for them. The community garden and the Harvest Pantry have changed the culture of our College; our faculty and staff have a better understanding of our students.”

Report on Open Positions – Jack Witt, Vice President, Human Resources, presented the open positions report, and he commented that it reflects four new positions and fifteen replacement positions, with three employment recommendations being made for today’s meeting.

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

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

RESOLUTION 2012-09-11-09

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Deborah Edwards, Switchboard Supervisor, effective January 1, 2013, for reason of retirement be approved by the Board of Trustees.

RESOLUTION 2012-09-11-10

BE IT HEREBY RESOLVED that the recommendation of the President to accept the separation of Sara Soper, Vocational Specialist (Grant-funded), effective October 1, 2012, for reason of end of assignment be approved by the Board of Trustees.

Mr. Takacs 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 2012-09-11-01

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Lauren Tanner, Clerk, Library, effective August 15, 2012, for personal reasons be approved by the Board of Trustees.

RESOLUTION 2012-09-11-02

BE IT HEREBY RESOLVED that the recommendation of the President to accept the resignation of Wendy Zettel, Clinical Teaching Faculty, Nursing, effective August 3, 2012, for reason of relocating be approved by the Board of Trustees.

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

Employment of Non-Bargaining Unit Personnel:

RESOLUTION 2012-09-11-03

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>
Amanda Ki	Applications Systems Analyst
Scott Massari	Systems Administrator, Senior

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

Employment of Bargaining Unit Personnel:

RESOLUTION 2012-09-11-04

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following person, in compliance with affirmative action guidelines established by the College, be approved by the Board of Trustees:

NAME: Heath Weilnau
ADDRESS: Monroeville, OH
EDUCATION: Associate Degree in Applied Science, with a major in Agriculture Mechanics, from Owens Community College
EXPERIENCE: Eleven years as a John Deere mechanic
ASSIGNMENT: Instructor, John Deere/Diesel

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

Memorandum(s) of Understanding – Owens Faculty Association:

RESOLUTION 2012-09-11-05

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 strive for the collaborative conduct of business and mutual interests, reflected in the Memorandum of Understanding listed as follows:

- Provisions for bargaining unit members to assume non-bargaining unit assignments on an interim basis as the Co-Chairs Leadership Team for Automotive Technologies.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees adopts the amendment to the collective bargaining agreement between the College and the Owens Faculty Association and authorizes the filing with the State Employment Relations Board.

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

Financing for Facilities/Capital Improvements:

RESOLUTION 2012-09-11-06

WHEREAS, State of Ohio House Bill 482 has appropriated \$4 million to the College for capital improvements; and

WHEREAS, project costs for Heritage Hall Phase II, Energy Conservation Phase II, Findlay Child Care Center and the Banner Relationship Management Software Application System, are estimated at \$9,510,939; and

WHEREAS, a draft Fiscal Year 2013 Capital Borrowing plan to fund the difference between the project costs and the capital appropriation was presented to the Board of Trustees Finance Committee on August 21, 2012; and

WHEREAS, a long-term borrowing plan will be based on revenue-producing instructional programs and energy cost savings to offset the annualized debt service; and

WHEREAS, upon the receipt and analysis of proposals, the President and the Board of Trustees Finance Committee recommend the Treasurer to finalize a capital borrowing plan;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the authority of the President to enter into an agreement to borrow that is in the best interest of the College and in accordance with the policies of the Board of Trustees, be approved by the Board of Trustees.

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

Recognitions by the Board of Trustees:

RESOLUTION 2012-09-11-07

WHEREAS, Allan J. Libbe has been a member of the Owens Community College Board of Trustees since September 23, 1992; and

WHEREAS, Mr. Libbe has faithfully carried out his fiduciary responsibilities in accordance with the Ohio Revised Code, and he has served the College with distinction for twenty years, as follows:

- Served as Board Chair (1996-1997) and as Vice Chair (1993-1995)
- Serves as a member of the Board of Trustees Finance Committee (2001-2012)
- Serves as a member of the Owens Community College Foundation Board of Directors, prior to and since its incorporation in 2002

WHEREAS, the President and the Board of Trustees profoundly thank Mr. Libbe for his service and commitment to Owens Community College and for representing the educational interests of Wood County;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees would like to convey its appreciation at this time to Mr. Libbe.

Dr. McMaster read the recognition aloud. Mr. Rowe made a motion to approve the resolution, which was seconded by Mr. Takacs. Following a voice vote, the motion was adopted. Chair Talmage presented a token of appreciation on behalf of the Board. Mr. Libbe commented on the trusteeship being a wonderful learning experience, and he expressed his best wishes to the Board of Trustees and the College.

RESOLUTION 2012-09-11-08

WHEREAS, R J Molter has been a member of the Owens Community College Board of Trustees since June 29, 1972; and

WHEREAS, Mr. Molter has faithfully carried out his fiduciary responsibilities in accordance with the Ohio Revised Code, and he has served the College with distinction for forty years, as follows:

- Served as Board Chair (1974 to 1977), (1998 to 1999) and Vice Chair (1986-1989), (1996-1997), (2011)
- Served on the national board of the Association of Community College Trustees (1982 to 1984)
- Assisted in the establishment of the Ohio Technical and Community College Association Directory of Trustees, which served as Ohio's chapter. It is now known as the Ohio Association of Community Colleges with presidents and trustees from Ohio's 23 community colleges
- Served through the administrations of Ohio Governors Gilligan, Rhodes, Celeste, Voinovich, Taft, Strickland and Kasich
- Served with five of the College's six presidents
- Witnessed the evolution of Owens Community College including
 - From a technical college to a comprehensive state community college
 - From 25 acres to more than 400 acres, including expansions to Hancock County and Lucas County
 - From enrollment of hundreds to thousands of students

- And during his tenure, he has witnessed an estimated 30,133 diplomas conferred upon Owens graduates

WHEREAS, the President and the Board of Trustees profoundly thank Mr. Molter for his service and commitment to Owens Community College and for representing the educational interests of Sandusky County;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees would like to convey its appreciation at this time to Mr. Molter.

Mr. Rowe read the recognition aloud. Dr. McMaster made a motion to approve the resolution, which was seconded by Mr. Takacs. Following a voice vote, the motion was adopted. Chair Talmage presented a token of appreciation on behalf of the Board. Mr. Molter commented on his pleasure of serving on the Board with the presidents and faculty of the College. He remarked on seeing the growth of the College from a thousand to more than twenty-thousand students. He will miss the Board and commented on honoring those from the College's past, whose shoes are being filled today.

EXECUTIVE SESSION

Chair Talmage announced an executive session for discussion of pending or imminent litigation with general counsel and for matters of attorney-client privilege, property and collective bargaining. Mr. Libbe made a motion to adjourn to executive session as specified. Dr. McMaster seconded the motion, and the Chair called for a roll call vote. Roll Call: Allan Libbe, yea; Ronald McMaster, yea; R J Molter, yea; Edwin Nagle, yea; Rich Rowe, yea; William Takacs, yea; Diana Talmage, yea; and Thomas Uhler, yea (8). 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: Allan Libbe, Ronald McMaster, R J Molter, Edwin Nagle, Rich Rowe, William Takacs, Diana Talmage and Thomas Uhler (8).

REGULAR REPORTS

Monthly Reports to the Board of Trustees – Members of the Board of Trustees were issued copies of the regular reports of the Vice President/Provost, Vice President for Finance and Administration/CFO, Executive Director of College Development, Vice President, Human Resources and Special Assistant for Government Relations. Mr. Nagle commented that in his advance reading of the monthly reports, the content prompted several questions for the various College areas. Patricia Jezak, Secretary to the Board of Trustees, recorded his questions for later follow up from President Bower. 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 thanked Trustee Takacs for participating in the quality visit with the reviewers from the Higher Learning Commission. Chair Talmage announced that the Board of Trustees Student Life Committee meeting will be postponed until October 9.

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