

OWENS COMMUNITY COLLEGE
SPECIAL MEETING (WORKING RETREAT) OF THE BOARD OF TRUSTEES
DECEMBER 2, 2013 ~ MINUTES

A working retreat of the Board of Trustees was held in the President's Office conference room, Administration Hall, on the Owens Community College Toledo Campus.

Call to Order – Chair Rich Rowe called the meeting to order at 10:15 a.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. He shared the College's mission, "*We believe in serving our students and our communities. Your success is our mission.*"

Roll Call – Roll call was taken, and the following members were present: Ronald McMaster, Edwin Nagle, Rich Rowe, Diana Talmage and Thomas Uhler (5).

Comments by the Board Chair – Chair Rowe stated that the purpose of the working retreat was to review policy governance, the mission, vision, strategic plan, Board constitution and bylaws, and the capital plan.

Policy Governance Introduction – Patricia Jezak, Secretary, Board of Trustees, introduced the policy governance model of Jackson Community College Board of Trustees, Michigan.

Mission, Vision and Strategic Plan Overview – Tom Perin, Associate Vice President, Institutional Effectiveness, presented the College's current mission, vision, core values and elements of the strategic plan. He commented that the current plan is through 2014, and he offered his service to the Board with future planning.

Constitution and Bylaws – Natalie Jackson, General Counsel, provided advisory comments on the initial draft revisions to the 3358:11-1-02 Bylaws of the Board of Trustees of Owens State Community College. She commented that the bylaws were last reviewed in 2002 and advised it would be in the Board's best interest to incorporate elements from the 3358:11-1-01 Constitution of Owens State Community College into the Board's bylaws. The trustees reviewed the draft document and Patricia Jezak commented that policy recommendations will be finalized to amend the 3358:11-1-02 Bylaws of the Board of Trustees of Owens State Community College and to rescind the outdated 3358:11-1-01 Constitution of Owens State Community College and 3358:11-1-03 Statement of Mission of Purpose.

Capital Plan – Laurie Sabin, Vice President/Treasurer, and Michael McDonald, Executive Director, Operations, presented the College's six-year Campus Master Plan, Fiscal Years 2015-2020 and reviewed the progress from the former master plan, which guided the renovations to operationalize the acquired buildings from the Penta Career Center. Patricia Jezak commented that the Facilities/Capital Recommendation is on the agenda for the Board of Trustees December 10, 2013, regular meeting.

Statements and Comments by Members of the Board of Trustees – Chair Rowe thanked the presenters for their reports.

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