

MINUTES

COTC BOARD OF TRUSTEES

October 17, 2023

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

Present from Fiduciary Board: Mr. Andy Crawford, Mr. Andrew Guanciale, Mr. Bruce Hawkins, Ms. Sally Heckman, Dr. Mark Law, Mr. Robert Montagnese, Ms. Cheryl Snyder, Ms. Marion Sutton, Ms. Rhoda Warnock and Ms. Sarah Wallace

CALL TO ORDER

Chairman Montagnese called the meeting to order at 8:30 a.m. and informed the board that notice of this meeting has been given in conformity with Section 121.22 of the Ohio Revised Code.

WELCOME & OATH OF OFFICE

Welcome to our newest trustee, Ms. Sally Heckman who was appointed by school board caucus to replace the vacancy left by Mr. Paul Thompson. Dr. Berry administered the Oath of Office.

APPROVAL OF MINUTES FROM THE SEPTEMBER BOARD MEETING

Mr. Hawkins made a motion to approve the minutes of the September 19 board meeting. Dr. Law seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees approves the minutes from the September 19 board meeting.

ACCEPTANCE OF GIFTS

Dr. Law made a motion to accept the gifts with appreciation. Mr. Crawford seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees accepts, with thanks, the following gifts as presented:

Gifts – September

The Linda Forsythe Miller Early Childhood Education Scholarship	\$ 6,000.00
The John and Mary Alford Center for Science and Technology	\$ 383.50
The Faculty and Staff Premier Scholarship	\$ 46.00
The COTC Emergency Fund	\$ 30.00
The Next Generation Challenge Scholarship	\$ 10.00

CERTIFICATE OF PAYMENT VOUCHER

Mr. Hawkins made a motion to approve the voucher as presented and Ms. Snyder seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees acknowledge and approve the following voucher. This approval is considered “Then and Now” certificate per O.R.C. section 3357.10 and 5705.41(d).

Vendor	Voucher #	Invoice Date	Amount	Description
Northland Refrigeration Sales	V0225987	8/23/23	\$7,745.00	Emergency Repairs for A/C unit at NC building

COMMITTEE REPORTS – OSUN Board

Alexa Robinson-O’Neill provided the following report from the Ohio State Newark advisory board.

Preliminary enrollment data

Fall enrollment appears to be higher than last fall due primarily to an increase (estimated to be 23%) in the number of new first-year students. Preliminary analyses indicate that the overall increase could be around 7%. This increase is likely due to the increase in the number of high school graduates in our region and to the addition of the BSET, which alone brought in over 30 new, first-year students, and a total of 56 students. Although we do not have empirical data to show that the innovation of our enrollment staff or the work of the university’s strategic enrollment management personnel contributed to the increase, their continual efforts to be innovative play a major role in helping us compete with other institutions to attract students.

Preliminary retention data

Preliminary data suggest that Newark’s 2022-to-2023 retention rate will be the highest (74%) in the past 10 years. The retention rate is the rate at which full-time, new first-year students (NFYS) who started at the Newark campus in 2022 enrolled at any Ohio State campus in the fall of 2023. Our strategic plan’s goal for first-year retention is 75%, a mark that we had hoped to achieve by the fall of 2025. Hitting that goal early would be fantastic. I credit, first and foremost, our students themselves for that accomplishment, but I also credit that the work our faculty put into continually enhancing their pedagogies, and the great efforts our staff continually make to enhance our student services and support.

The university issued a request for proposals to install solar panels at the regional campuses

Facilities, Operations and Development has put together a proposal for a university-wide plan for using solar energy, and feasibility studies have been conducted for several regional campuses. Earlier this month, FOD issued an RFP to see if any businesses are interested in installing solar panels on the regional campuses. I have not received any details about the RFP.

Licking County Transit busing-system pilot project

I have worked with Licking County Transit (LCT) to draft an MOU for a one-year, pilot deviated/fixed route busing system. Other parties involved include COTC and the Licking County Health Department, and the MOU is currently under review in legal affairs. If the MOU is finalized, then rides would be free for everyone during the pilot, which I hope will launch in October. Though details of the route have not been completely worked out yet, stops would likely include the Newark campus, Newark Campus West, C-TEC, multiple locations on N. 21st St., and Licking Memorial Hospital. Riders would be able to connect to the bus line that runs along Main St. between LMH and the Heritage Hall Senior Center, which LCT launched this summer with support from LMH. That line has stops in downtown Newark, including two that are not far from The Works.

Update on dean search

A search firm has been hired, a search committee has been formed, and two listening sessions, one for faculty and one for staff, were held. The position has been posted and applications are being accepted.

Dr. Berry added that COTC is also at 10% increase so on campus activity has been good. Excited about the Licking County Transit fixed route opportunities.

OLD BUSINESS – None

NEW BUSINESS

Mr. Montagnese reported that with the vacancy of Mr. Thompson on the board, we need to appoint a Vice Chair. A motion was made by Ms. Sutton to appoint Ms. Cheryl Snyder as Vice Chair effective October 1 through December 31, 2023. Ms. Warnock seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the appointment of Cheryl Snyder as Vice Chair effective October 1, 2023 to December 31, 2023

Mr. Montagnese indicated that Mr. Andy Crawford who currently serves on the Audit Finance Committee has agreed to step in as the Chair of the Audit Finance Committee effective October 1, 2023 through December 31, 2023. A motion was made by Ms. Sutton to appoint Mr. Crawford as Chair of the Audit Finance Committee effective October 1, 2023 through December 31, 2023. Mr. Hawkins seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the appointment of Andy Crawford as Chair of the Audit Finance Committee effective October 1, 2023 to December 31, 2023.

The Audit Finance Committee is down one member and Mr. Andrew Guanciales has agreed to serve for the remainder of the year on this committee. A motion was made by Dr. Law to appoint Mr. Guanciales to serve on the Audit Finance Committee effective October 1, 2023 through December 31, 2023. Ms. Sutton seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the appointment of Andrew Guanciales as a member of the Audit Finance Committee effective October 1, 2023 to December 31, 2023.

PRESIDENTS REPORT

- Kim Manno introduced Becky Clawson as the new Assistant Director in Advancement.
- Enrollment – 2nd highest enrollment increase of all 23 two-year colleges. Projections for the spring look solid. The enrollment growth was not all through engineering. Biggest growth in nursing and other healthcare programs. Business is another program that showed growth.
- Impact Report shares information on partnerships we have formed. Knox – Knox County Career Center and College-U program which has doubled this year. MVNU President met with COTC and KCCC to create an associates to bachelors program October 13th – met with the new **MVNU President Dr. Carson Castleman** along with Kathy Greenwich, KCCC Supt. regarding possible partnership and academic pathways.
- ETTO - \$1 M grant – COTC is the preferred partner. They are interested in Workforce Development and Healthcare.

- Pat Tiberi recently introduced me to *Dr. Mike Duncan, President* for **Battelle for Kids** which is an organization that collaborates with school systems K-12 and communities connecting leaders and transforming education. We met in September to explore possible opportunities.
- September 13th – **Walk for Tomorrow** – Suicide prevention walk to help engage the campus community to educate on how to identify risk factors and warning signs of suicide. Dr. MacDonald and Dr. Berry both participated. Organized by Counseling Services department in Student Life. Over 100 participants.
- Today at 11:30 – Office of Student Life is hosting an **Open House for the Campus Corner Food Pantry** to show off the new location, promote awareness.
- Thank you to the board members who attending the September 22nd – **Annual Legacy & Leadership Dinner**. Congratulations to the 5 individuals who were presented the Legends of Loyalty award (David Brillhart, Vorley Taylor, Bonnie Buchanan, The Licking County Foundation and Dr. Julius Greenstein (posthumously))
- **Fox 28 interview** on campus – September 27th in the Alford Center featuring our healthcare and technology programs.....**NBC4** later this afternoon similar program.
- **RN to BSN** program update. The application has been endorsed by the state of Ohio. It is currently moving through the HLC cycle. We have ever expectation this will be approved. We plan to do a big marketing push once we have this final approval. The new Respiratory Therapy program is about ready to launch. Suggested that Marketing find out from the various hospitals
- October 3rd – **Intel Semiconductor Education and Research Program (SERP) Annual meeting** in Columbus we presented at this meeting. Ongoing conversations with JobsOhio.
- We have also been working with **EdAmerica** to help us sift through the thousands of COTC prospects and find out exactly where their interest are so we can follow up.
- October 4th – LC Chamber hosted a **Manufacturing Day Celebration** in the Reese Center – Lt Gov. Jon Husted was in attendance. We had nearly 300 students from around the county and 17 manufacturers.
- October 6th – **COTC Strategic Planning Council fall meeting** – all day meeting. Thank you Marion Sutton for your participation as the board liaison. We had student representatives and it was a very engaged and productive meeting.
- October 11th – **LC United Way Community Partners Council (CPC) Forum** regarding Higher Education in Licking County ... served as a panelist

- October 12th – **CTEC 50th anniversary celebration** and we are excited about our continued partnership with them. Lauren shared examples of some of these partnerships. There are significant conversation with both Coshocton County Career Center and Knox County Career Center.
- Dean Jarc, Dean Massie, Sarah Morrison – planning for engagement with Amazon and what role we could play in their growth.
- **Chancellor Randy Gardner** announced his retirement effective December 31, 2023. Sr. Vice Chancellor Mike Duffey has been nominated by Governor DeWine and is expected to take his place.
- **Hodges Hall Update** – Construction is on schedule. Drywall is almost 100% complete. Brian reported things are going well. Potential cost savings on the furniture for the building with a different vendor. Future invitation to the board for a building tour.

OTHER BUSINESS - none

Next meeting will be November 21

Meeting adjourned 9:19 pm

Rob Montagnese
Chair

Cheryl L. Snyder
Vice Chair

MISSION STATEMENT

To meet the technical education and training needs of students and employers in the area.