

MINUTES

COTC BOARD OF TRUSTEES

June 20, 2023

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

Present from Fiduciary Board: Mr. Andy Crawford, Mr. Bruce Hawkins, Dr. Mark Law, Mr. Robert Montagnese, Ms. Cheryl Snyder, Ms. Marion Sutton, Mr. Paul Thompson, and Ms. Rhoda Warnock

Absent: Mr. Andrew Guancia

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.

APPROVAL OF MINUTES FROM THE MAY BOARD MEETING

Mr. Hawkins made a motion to approve the minutes of the May 16 board meeting. Ms. Snyder seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees approves the minutes from the May 16 board meeting.

APPROVAL OF MINUTES FROM THE JUNE BOARD RETREAT MEETING

Mr. Hawkins made a motion to approve the minutes of the June 1 board retreat meeting Ms. Sutton seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees approves the minutes from the June 1 board retreat meeting.

ACCEPTANCE OF GIFTS

Mr. Thompson 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 – May

Community Intercultural Relations Conference sponsorship	\$ 1,000.00
The COTC Alumni Scholarship	300.00
The Radiologic Science Technology Alumni and Friends Scholarship	250.00

The Elizabeth Barnhart Award for Nursing Excellence	200.00
The John and Mary Alford Center for Science and Technology	144.72
Blue Line Twilight Run 5K/10K sponsorship	70.00
The Faculty and Staff Premier Scholarship	61.60
The COTC Emergency Fund	30.00
The Judy Ratliff Stansbury Scholarship	20.00
The Next Generation Challenge Scholarship	10.00

Gift in Kind donation:

Gift in Kind: 1 – Material and Labor to convert Natural Gas generator line to a service line to supply gas to a back-up generator for campus maintenance building.

Value: \$ 1,300.00

CERTIFICATE OF PAYMENT VOUCHERS

Mr. Hawkins made a motion to approve the voucher as presented and Dr. Law 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
Thompson Travel	V0022830	4/12/23	\$34,607.25	Plane Tickets for Italian Immersion Trip

COMMITTEE REPORTS – Audit Finance

Mr. Thompson and Dr. David Brillhart offered the following comments:

The finance committee met to discuss the upcoming budget and reviewed enrollment, SSI, tuition and fees, expenses and enrollment stabilization plan.

Hoping to have a state budget by July 1 so we built a budget based on the information we had available.

Enrollment has been challenging. Post COVID has caused our face-to-face class % to change. Preliminary State Share of Instruction numbers have been released and show COTC in the lower end of the formula allocation.

We are permitted to increase tuition by \$5 per credit hour.

We get paid on course completion, success points (i.e. retention, remedial education, etc.), completion of degrees and certificates.

Enrollment Stabilization Fund has \$6 M we plan to tap into these funds over the next five years. Not sure where fall enrollment will come in at this point. We may need to make mid-year adjustments. Some of our existing programs have lower enrollment numbers. We are offering new programming this year.

FY24 Operating budget

Mr. Thompson made a motion the board approve the FY24 operating budget as presented. Dr. Law made a second. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the FY24 operating budget as presented.

Tuition Increase

Mr. Thompson made a motion that the instructional and general fees be increased by \$5 per credit hour (\$60 per semester per fulltime student) effective autumn semester of 2024. Mr. Hawkins seconded the motion. Motion passed

COMMITTEE REPORTS

OSUN Board Report – Tara Houdeshell

Provided an update that Dean MacDonald will transition out of the role of Dean/Director after the end of this term, which is June 30, 2024. Bill has been in this role for 20 years; this is his fourth five-year term.

Secondly, Ohio State's Office of Academic Affairs plans to consult with the Newark Board about the search for a new dean/director. A prospectus is being created to help identify the priorities in the search.

OLD BUSINESS – No Old Business

NEW BUSINESS

Board Rules: Academics – Jackie Parrill

All of these rules were reviewed at the annual board retreat.

Ms. Sutton made a motion to approve the amendments to the following Academics rules as presented. Mr. Hawkins Seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the *amended* Academics rules as presented:

- 3357:3-2-01 Academic degrees and certificates
- 3357:3-2-02 Graduation
- 3357:3-2-04 Textbook adoption

Ms. Sutton made a motion to maintain the Student Grades rules in their current form. Mr. Hawkins seconded the motion, Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the following board rules to be *maintained* in the current form:

- 3357:3-2-03 Student Grades

President's Annual Performance Evaluation and Compensation

Ms. Warnock made a motion to authorize a one-time performance bonus of \$16,500, a 3% increase to his base pay effective with the beginning of the pay period that includes September 1, 2023, and approves the identified performance goals and objectives for the academic year 2023-2024 as discussed. Ms. Snyder seconded the motion. Motion passed.

BE IT RESOLVED: in accordance with board rules, the COTC board of trustees met in executive session on June 1, 2023, to evaluate the performance of President John M. Berry, PhD on the goals and objectives established for academic year 2022-2023 and to identify the key goals and objectives for academic year 2023-2024. The COTC board of trustees hereby:

1. Authorize the payment of one-time performance bonus of \$16,500 to Dr. Berry for goals attained during the 2022-2023 academic year payable the first payday following this approval.
2. Authorize a 3% increase to his base pay effective with the beginning of the pay period that includes September 1, 2023.
3. Approve the identified performance goals and objectives for academic year 2023-2024.

PRESIDENT'S REPORT Dr. Berry provided updates on the following activities:

- We are gearing up for some new program offerings, web presence, marketing presence, and recruitment.
- The semiconductor certificate offering will be available in the spring.
- Reinforcing college pathways with area high schools. Getting to them early and helping them create a pathway.
- College Summit hosting on our campus = A Call to College. COTC/OSUN/A Call to College held a Community Summit on our campus June 15 to identify strategies for increasing the college enrollment and college retention rates of Newark City Schools students. Tara – Supt Lewis asked his building leadership to all attend this collaborative event. Looked at barriers to accessing education and completing education. Newark higher rate of poverty and other barriers. Next steps were discussed. We are concentrating on Newark as a preferred partner as well as our other local high schools.
- The Office of Advancement hosted a special luncheon on Friday, May 19 for Louella Reese acknowledging the Italian Immersion program18-20 students heading to Italy. Brought them together with some board members, Mrs. Reese had an opportunity to hear from each of the students and interact with them. This is a re-launch of these experience since COVID.

- 4th Blue Line Twilight Run held on Saturday, May 20th – Joint event with the LC Sheriff’s Office honoring law enforcement personnel as the begin National Police Week. Proceeds benefit COTC’s Officer Thomas W Cottrell Jr scholarship. Seeing a decline in participates may result in no longer holding this event. We are exploring other options to continue our collaboration for this fundraising event. Stay tuned.
- Two Police Academy classes graduated last month with a total of 17 graduates.
- Friday, June 2 Keyvan Esfarjani, Executive Vice President and Chief Global Operations Officer for Intel along with Jim Evers, VP of Ohio Site Manufacturing and Operations Manager and others came to our Newark campus and met with myself and some team members as well as OSUN reps and Joyce Malainy, Supt of C-TEC for collaborative discussions.
- OACC potential plans for a celebratory event on our campus to rollout the new semiconductor curriculum tentatively set for July 31st in the afternoon.
- Invited to serve as one of the host presidents for the Ohio College President’s conference in Washington, DC hosted by Senator Sherrod Brown on June 14.
- SB83 will have significant impacts in how our COTC board members are selected/appointed. Will go through a designated workforce development committee that will be identified by the board. Our mission statement will remain the same with an addendum.

Thank you to Paul Thompson and the entire finance committee for their work. July 3rd event will have over 20 food trucks. We have four community sponsors. Events.....fireworks at dusk.

OTHER BUSINESS

Meeting adjourned at 9:26 am.

Rob Montagnese
Chair

Paul Thompson
Vice Chair

MISSION STATEMENT

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