CALL TO ORDER

Chair Cheryl Snyder called the meeting to order at 11:58 a.m. in the Reese Center Executive Board Room.

Present from Fiduciary Board: Mr. Steve Cohen, Mr. John Hinderer, Mr. Rob Montagnese, Mr. Mark Ramser, Mr. Barry Riley, Ms. Cheryl Snyder, Ms. Sarah Wallace and Mrs. Billie Zimmers.

Absent: Ms. Marion Sutton

Present from OSUN Board: Dr. Sharad Thakkar

Ms. Snyder stated that notice of this meeting was given in accordance with Section 121.22 (F) of the Revised Code of Ohio.

APPROVAL OF NOVEMBER 18, 2014 BOARD MEETING MINUTES

Mr. Riley made a motion to approve the minutes from the November 18th board meeting. Mr. Hinderer seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the minutes from the November 18th board meeting.

ACCEPTANCE OF GIFTS

Ms. Wallace made a motion to accept the gifts with appreciation and consideration. Mr. Montagnese 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 – November

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>COTC Specified Funds (Egg Drop Competition Sponsor)</td>
<td>$800.00</td>
</tr>
<tr>
<td>Premier Faculty/Staff Scholarship</td>
<td>$391.54</td>
</tr>
<tr>
<td>Jill Griesse Memorial Garden</td>
<td>$375.00</td>
</tr>
</tbody>
</table>

COMMITTEE REPORTS:

- **OSUN Board Report**

Dr. Thakkar reported that the OSUN Board of Trustees has a new board member, Ms. Kathleen Lloyd, who is a graduate of OSUN and was a student representative on the board at one time. He reported that the OSUN Finance Committee has voted a change in the budget subsidy grant which will be coming from OSU rather than the State. He also said the residence hall project is coming along well. With the completion of
this project the residence hall capacity will be 200. The residence hall is for both OSUN and COTC students.

OLD BUSINESS:

- **HLC Site Visit – December 8th and 9th**

  Dr. Coe reported that the HLC site visit process is complete. She indicated that the board was the first group to meet with the site visitors upon their arrival. This went very well. We have attended the exit interview with the HLC team and seen the draft report following this site visit and in several instances the team specifically called out the board, and in one case the chair of the site team stated, “*What a phenomenal way to start the day!*” You more than delivered that day, individually and collectively.

  Dr. Coe said the HLC is the overarching accrediting body. In her opinion, there are two major factors when working with an accrediting body: (1) How do you actually run the program on an hour by hour basis? (2) How well are you able to articulate about your college or your program? The board owes a debt of gratitude to our people who take care of the first part. The second part of how well do you present yourself is usually on the shoulders of a Program Director or a Dean, but much of this was on the shoulders of Dr. Jackie Parrill. She did a tremendous job leading and facilitating this process.

  In her comments Dr. Parrill said the HLC team who visited was a wonderful group. All of our people showed up and stepped up in the meetings with the site team. She also was pleased with how everything went. We have received the preliminary report, and there is no monitoring required from COTC. This was a perfectly clean visit.

- **Board Rules Review**

  In reviewing rules on our 5-year cycle, today Dr. Parrill brought changes to the *Student Life & Enrollment Management.*

  Ms. Wallace made a motion to accept the list of Student Life & Enrollment Management rule changes presented by Dr. Parrill. Mr. Hinderer seconded the motion. Motion passed.

  **BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees has reviewed the following Student Life & Enrollment Management Rules and approve as recommended which will be filed with the Legislative Service Commission:

  **Student Life & Enrollment Management**

  - 3357:3-6-01 Admission to Central Ohio Technical College
  - 3357:3-6-02 Notification of Rights under FERPA
  - 3357:3-6-03 Discipline of Students
  - 3357:3-6-04 Students with Disabilities
  - 3357:3-6-05 Student Organizations

NEW BUSINESS:

- **Newark Campus Development Fund Trustee Appointments**

  Before voting on the re-appointment of C. Daniel DeLawder as a Newark Campus Development Fund Trustee, Ms. Snyder stated there is a correction on Mr. DeLawder’s term. It will run from January 1, 2015 to December 31, 2017.
Mr. Hinderer made a motion to approve the re-appointment of C. Daniel DeLawder to serve a three-year term beginning January 1, 2015 and ending on December 31, 2017. Mr. Ramser seconded the motion. There were two abstentions in the voting, Mr. Montagnese and Ms. Wallace. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees approves the re-appointment of C. Daniel DeLawder to serve a three-year term beginning January 1, 2015 and ending on December 31, 2017.

- **Veterans and Service Members Policy**

  Dr. Coe mentioned that during 2014 the Ohio House of Representatives passed Bill 488, which requires that each state supported institution put into place a policy which supports at the board level veterans and service members. We are already a nationally recognized military friendly school. We have already been putting pieces and parts in place to support our veterans. One example of this change is the registration priority given to veterans. Dr. Coe asked for support of this bill.

  Mr. Montagnese made a motion to support this bill. Ms. Wallace seconded the motion. Motion passed.

  **BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees adopts this policy regarding the support and assistance to provide veterans and service members.

- **125 Plan Amendment**

  Dr. Parrill stated the 125 Plan as of January, 2015 will be serviced by a company called Total Administrative Service Corporation (TASC). This will now allow our employees who are enrolled in this plan to have the debit card for immediate services and will eliminate the reimbursement process. Some additional minor edits include extending the grace period to March 15th and the revision of the description of spouses to include same sex marriages

  Ms. Wallace made a motion to approve this amendment. Mr. Hinderer seconded the motion. Motion passed.

  **BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees the First Amendment to the Section 125 Plan as described.

- **Engineering Technologies Comprehensive Briefing: 3 year review**

  Dr. Coe introduced Dr. George Sehi, Sr. Consultant hired to help revamp our Engineering program.

  Dr. George Sehi began his slide presentation by introducing the Dean and faculty members who are working with him in the Engineering Technologies Program. He then went on to describe where COTC was in this program in 2010 as well as goals established in 2010. In response to the question of where we are today, Dr. Sehi said programs have been put together with industries’ support. He said that in his 35-year career he has never worked with a school so committed to an engineering program. COTC has brought industries in, bought equipment, and hired trainers. Our mission is for our students to “get their hands dirty.” Enrollment in this program has increased from 94 students in 2012 to 151 in 2014. Dr. Sehi showed a short video of an engineering student commenting on why he likes COTC. Thanks to our Marketing Department, this is now shown on the COTC web site. Dr. Sehi talked about the steps taken to be aligned with our communities and work with various companies to serve our students and our communities.

  A question was asked about where are we with high school students taking our engineering courses. The answer is that if they are enrolled in our engineering courses, they are counted.
Steve Cohen indicated that his company continues to receive resumes from graduates of our program which are off the chart phenomenal. Although there is not an immediate need, they are currently looking at expanding their engineering department so we can find homes for these students because they are absolutely perfect for us. COTC is pushing the businesses to become ready for our students and this is phenomenal.

**PRESIDENT’S REPORT:**

- Dr. Coe called the board’s attention to the list of recommended advisory board nominees for each of the three extended campuses beginning in 2015 and asked for approval of these nominees.

  Mr. Riley made a motion that these recommended advisory board nominees for each of the three extended campuses be accepted. Mr. Ramser seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees approves the appointments of the following advisory board members to serve a three-year term beginning January 1, 2015:

Pataskala Campus Advisory Board – Willard House and Police Chief Bruce Brooks  
Coshocton Campus Advisory Board – Dan Erb and Ann Simpson  
Knox Campus Advisory Board – Jennifer Odenweller and Korey Kidwell

- Dr. Coe recognized our board members with a small token of our appreciation and thanked them for their leadership and hard work outside of these monthly meetings. Mr. Montagnese especially like the “color” on the cookie provided which was not scarlet and gray during this difficult time for the team up north.

- Dr. Coe acknowledged Matt Kelly, Teri Holder and Mark Ramser for their assistance at the November 30th Knox “Friends of the College” event.

- Dr. Coe said we have tried hard to keep board members informed regarding enrollment. There is a statewide concern regarding college enrollments. We are 70% to goal on headcount and 71% to goal on our FTE. We are doing all we can to stimulate enrollment.

- Hundreds of people attended the recent Lego event (including parents and industry people). We are now sponsoring the highest level of this competition, which is the high school level.

- On December 13th numerous employees from the Gateway spent several hours assisting the Salvation Army with their Christmas Cheer Program.

- Yesterday Dr. Coe took a team to visit the Port Authority Meeting, which included visits to Boeing, Bionetics, United Technologies, and the Aerospace Center. All these businesses have employees who are graduates of COTC. In fact, COTC is Boeing’s #1 provider of workforce employees (37).

- The board’s attention was called to various upcoming events with special emphasis on the December 20th Candle Lighting Ceremony in Roscoe Village. Dr. Coe pointed out that this year COTC is sponsoring the entire event.

Cheryl commended the staff and faculty on the commitment to excellence on this campus. What a terrific way to end the calendar year 2014. She wished everyone a happy and safe New Year.

**OTHER BUSINESS:** None

Adjourned – 1:02 p.m.

Next Meeting: Tuesday, January 20th, 2015  
12:00 p.m. Reese Executive Board Room

Cheryl L. Snyder    John F. Hinderer  
Chair              Vice-Chair