CALL TO ORDER

Chair John Hinderer called the meeting to order at 12:00 p.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. Marion Sutton, and Ms. Sarah Wallace.

Absent: Ms. Billie Zimmers

Present from OSUN Board: Dr. Sharad Thakkar

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

APPROVAL OF JANUARY 20, 2015 ORGANIZATIONAL MEETING MINUTES

Mr. Montagnese made a motion to approve the minutes from the January 20th organizational meeting. Ms. Sutton seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the minutes from the January 20th organizational meeting.

APPROVAL OF JANUARY 20, 2015 BOARD MEETING MINUTES

Mr. Riley made a motion to approve the minutes from the January 20th board meeting. Ms. Wallace seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the minutes from the January 20th board meeting.

ACCEPTANCE OF GIFTS

Ms. Wallace made a motion to accept the gifts with appreciation and consideration. Ms. Sutton 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 – January

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Dixie Lauer Fishbaugh Scholarship</td>
<td>$ 2,000.00</td>
</tr>
<tr>
<td>The Magdaline Rieser Nursing Scholarship</td>
<td>1,735.00</td>
</tr>
<tr>
<td>Premier Faculty/Staff Scholarship</td>
<td>361.54</td>
</tr>
</tbody>
</table>
CERTIFICATE OF PAYMENT VOUCHERS

Ms. Wallace made a motion to approve the following voucher. Ms. Snyder seconded the motion. Motion passed.

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

Dennison, Joseph    V0139021    12/3/14    $3,600    Founders Stair Rail Painting

COMMITTEE REPORTS:

• Audit/Finance
  o Audit FY14 Report: Mr. Riley said the Audit/Finance Committee met with auditors on January 21st, and received an unqualified clean report. Our net position is $51MM, an increase of $2MM over the previous year. Liabilities remain consistent. Endowments grew from $2.5MM to $2.8MM, essentially due to an improved market situation. All other balance sheet categories remain relatively consistent from the previous year. The largest positive on the operations side is the increase in State appropriations and of course the one that we are proudest of is that Senate Bill 6 follows these positive results which reflect the highest rating you can get from the State of Ohio, and that is 5, and we are very pleased with that.
  o 2nd Quarter Financial Review: Enrollment for this year is down, below projections. State appropriations are on target. But we are not going to have the surpluses this year that we have had the past two years. However, we do not believe that we will have to make the cuts we had to make in 2012. We think it is a little more a matter of fine tuning.

Mr. Riley made a motion that indicates the board has reviewed and discussed the FY14 year-end audit and the FY15 Second Quarter Financial Statement. Mr. Ramser seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees has reviewed and discussed the FY14 year-end audit and the FY15 Second Quarter Financial Statement.

• OSUN Board Report: None

OLD BUSINESS: None

NEW BUSINESS:

• Board of Trustees Orientation

  Jan Tomlinson reminded the board that if there is an interest and a need for board members to schedule orientation is any area we will be happy to make those arrangements. Jan will start scheduling the first week of March.

• Newark Campus Workforce

  Jackie Parrill, EdD, Vice President for Institutional Planning & HR Development, began today’s presentation by introducing the members of the HR team, which is a cost-shared staff. She broke her presentation down into two parts: “Demographics of Workforce” and “Challenges We Are Facing from an HR Perspective”. She said 69% of COTC’s operating budget is spent on salaries and benefits. She distributed a card showing a detailed breakdown of the COTC workforce demographics.
She then gave a power point presentation starting with a list of the top 10 challenges facing HR over the next 10 years, the top 5 strategic HR priorities in higher education, and how we are addressing the HR priorities at COTC.

She showed how HR is addressing priorities at COTC by (a) controlling benefits/healthcare expenses, (b) improving leadership development and succession planning, (c) developing and maintaining faculty and staff engagement, and (d) improving faculty and staff diversity. She then showed a chart of the top 10 tactics considered to be the most effective in attracting, retaining and rewarding the best employees. This chart also included a column showing what COTC is currently doing with regard to each of these tactics and another column showing employee satisfaction with COTC’s response to each tactic.

Jackie then introduced Mr. John Ralston, MDiv, MPA, Assistant Director, Human Resources, who reviewed the results of our 2013 survey of COTC staff and faculty with regard to their satisfaction in various areas of employment here at COTC. This survey was broken down into full-time faculty, part-time faculty, COTC non cost-shared staff and cost-shared staff. That survey revealed that COTC full-time and part-faculty share an average 4.0 overall satisfaction rating. COTC non cost-shared staff fell just below the KPI objective at 3.89; and cost shared staff exceeded the objective at 4.19. Some of the initiatives we are working on are (a) compliance with healthcare reform, (b) converting paper files to eFiles, (c) improving our recruitment processes, and (d) negotiations.

PRESIDENT’S REPORT:

- Dr. Coe said it is being proposed that our June 16th board meeting be held at Ariel Hall in Mt. Vernon where we would like to have the Knox Campus Advisory Board meet at the same time with the Fiduciary Board. This meeting should have a light agenda. We would probably have lunch at 11:00 or 11:30, start the meeting at 12:00 and end at 1:00. The consensus was that this would work.
- Dr. Coe recognized Dr. Mike Snider for his work in bringing to campus quality programming for our lecture series. He said that while we started with a mandate from the Board of Regents to reduce credit hours to the 60-65 credit hour window there are many other elements that are involved in this to encourage students to attend college and complete something. So we are working on meeting with faculty who are very much interested in coupling packages of 12, 24, 36 credit hour certificates and units of study that will benefit the students and work force and will also benefit this college because we get rewarded with bonus dollars every time we get students to complete 12, 24, 36 hours, not to mention the degree.
- We are continuing to progress in the process around the Adena Hall renovations. We have selected an architect but are not yet ready to make an announcement.
- On February 10th-12th six surveyors from ACEN visited our nursing program on this campus. Our program was formerly under NLNAC but has now been switched to ACEN. Our NCLEX scores are still not where they need to be nationally, and this was a concern for us. But when the six surveyors held their exit interview with Dr. Sandy Walker, Dr. Coe and all full time faculty members we were told that out of the six standards by which they measured us, we met every single standard. They are recommending us for full accreditation on a continuing basis. However, they cautioned us because in the nursing programmatic area there are two additional reviews that occur at the national level, so it is possible at one of these national levels they could reverse that recommendation. But all six supported full accreditation.
- The first STEMfest Knox was held on February 15th at Ariel Hall and was deemed to be very successful.

OTHER BUSINESS: None

Adjourned – 1:08 p.m.

Next Meeting: Tuesday, March 17th, 2015
12:00 p.m. Warner Center Platform