CALL TO ORDER

Chair Cheryl Snyder called the meeting to order at 12:00 p.m. in the Reese Center Executive Board Room.

Present from Fiduciary Board: Ms. Jill Griesse, Mr. Mike Menzer, Mr. Barry Riley, Ms. Cheryl Snyder, Ms. Sarah Wallace, and Ms. Billie Zimmers

Present from OSUN Board: Ms. Marcia Downes

Absent from Fiduciary Board: Mr. John Hinderer, Mr. Mark Ramser

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 June 18, 2013 MEETING MINUTES

Mr. Menzer made a motion to approve the minutes from the June 18th meeting. Ms. Griesse seconded the motion. Motion passed.

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

ACCEPTANCE OF GIFTS AND APPROVAL OF PERSONNEL

Mr. Menzer made a motion to accept the gifts with appreciation and consideration and approve the personnel as presented. Ms. Wallace seconded the motion. Motion passed.

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

Gifts – June
- COTC Board of Trustees Scholarship $ 1,350.00
- Busy Bee Play & Learn Camp and Camp Invention $ 1,000.00
- Premier Faculty/Staff Scholarship $ 411.54

Gifts in Kind Donations
- 40 cases of ½ liter bottled water to be used at the Independence Day Alumni Celebration $ 422.40

REGULAR APPOINTMENTS/PROMOTIONS

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective Date</th>
<th>Pay Rate</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Argiro, Joe</td>
<td>Resource Planning Analyst (FTE increased from 50% to 100%)</td>
<td>7/1/13</td>
<td>$1,688.92 bw.</td>
<td>COTC-NCS</td>
</tr>
</tbody>
</table>
Fink, Lora  
**Instructor, Surgical Technology**  
8/12/13  
$2,232.58 bw.  
COTC-NCS

LeCocq, Gina  
**Clinical Coordinator**  
6/30/13  
$2,118.47 bw.  
COTC-NCS

Hardesty, Luci  
**Financial Aid Advisor (FTE increased from 27% to 50%)**  
7/1/13  
$14.19 hr.  
COTC-CS

Mason, Shayne  
**Account Analyst (FTE increased from 80% to 100%)**  
7/1/13  
$11.32 hr.  
COTC-CS

Sparks, Renee  
**Instructor, Nursing**  
8/12/13  
$2,445.46 bw.  
COTC-NCS

**TEMPORARY APPOINTMENTS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective Date</th>
<th>Pay Rate</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley, Jessica</td>
<td>Advisor</td>
<td>7/1/13 to 8/2/13</td>
<td>$1,211.54 bw.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Drumm, Ernest</td>
<td>WDIC Instructor/Trainer</td>
<td>6/10, 6/11/13</td>
<td>$1,325.26 pmt.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Farmer, Jacqueline</td>
<td>WDIC Instructor/Trainer</td>
<td>6/6, 6/13, 6/27/13</td>
<td>$240.45 pmt.</td>
<td>COTC-NCS</td>
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<tr>
<td>Lopeman, Cheryl</td>
<td>Records Support Specialist</td>
<td>5/31/13 to 6/14/13</td>
<td>$11.44 hr.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>McNamara, Ted</td>
<td>WDIC Instructor/Trainer</td>
<td>6/17/13</td>
<td>$216.00 pmt.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Mork, Kelly</td>
<td>WDIC Instructor/Trainer</td>
<td>6/10, 6/11/13</td>
<td>$168.72 pmt.</td>
<td>COTC-NCS</td>
</tr>
</tbody>
</table>

**RESIGNATIONS/RETIREMENT**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective Date</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hollingshead, Julie</td>
<td>Instructor, Nursing</td>
<td>8/16/13</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Hopewell, Linnea</td>
<td>Professor</td>
<td>12/31/13</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Houdeshell, Tara</td>
<td>Director of Gateway Operations</td>
<td>8/6/13</td>
<td>COTC-NCS</td>
</tr>
</tbody>
</table>

**COMMITTEE REPORTS:**

- **OSUN Board Report**

  Ms. Downes reported that the OSUN board approved the budget as presented by David Brillhart. There was also discussion about the success of the Rapid Registration on campus and its positive impact on enrollment.

**OLD BUSINESS:**

- **Science & Technology Building Update**

  David Brillhart announced that the bids are all in for the Science & Technology Building and overall the responses have been excellent with much national interest. We are currently in the process of interviewing architects, engineers, and construction managers. We should have results of this interview process at our next board meeting.
• **Founder’s Hall Project Update**
  This is a deferred maintenance project which is being paid for by the state. The deck around Founder’s Hall is being replaced with a paver system which will allow us to get easier access for repairs if the need should arise and they are dealing with drainage issues. This project will improve the appearance of the deck around this building. We hope to have this done before autumn semester begins.

• **New Maintenance Building**
  This project is being paid for with a combination of state dollars and local dollars. This will replace our existing maintenance building. JBA has been selected as the architect for this $2.6 million dollar project. Robertson has been selected as the construction manager for this project. The completion date is spring, 2015.

  The question was raised about designated areas on campus in case of emergencies. David explained that we have displays located around campus which directs individuals to proper locations in case of an emergency. Howard Imhof announced that the campus has a new campus emergency system that sends weather alerts to staff, faculty and students which are geographically based (Newark, Coshocton, Knox, and Pataskala).

**NEW BUSINESS - None**

**PRESIDENT’S REPORT:**

• Dr. Coe personally thanked the board for their support and feedback during her annual performance evaluation and their vote of confidence in her leadership and in our senior staff.

• A Licking Memorial publication came in the mail today and we were quite pleased with the number of references to COTC and the number of graduates and current students that are employed at LMH.

• We express our deep appreciation to the Reese family for their continued support of the July 3rd concert/fireworks. We have received word that over 10,000 people attended the event this year. Matt Kelly reported that OSUN and COTC held our first alumni event on July 3rd and we had 725 people register for this event. 479 people actually attended the event (perhaps due to weather). 285 were COTC alumni and 194 OSUN alumni. We are surveying our volunteers and some of the attendees to see how we might improve future events. Dr. Coe complimented Matt and the staff in the Development Office for such a flawless event.

• Enrollment is still good but we remain cautious. We are currently at 54% of our target with 5 weeks out. HC is 54% FTE is 53.7% of goal. The Rapid Registrations continue to be successful events but are somewhat challenging and require approximately a 3 hour commitment from students to complete the entire process. The Engineering Technology Information meetings are not well attended but we continue on with them.

• There are multiple initiatives with regard to workforce training with COTC. In Knox County, Ariel Hall appears to be a neutral location for many Knox County manufacturers to use for their training needs. (Ariel, Rolls Royce, Fredericktown businesses, etc.) We applied for an OBR funding grant and received a portion of the ($ 170,000) to be used for an engineering lab in Ariel Hall. We are hopeful that we may receive additional funding in the future. We appear to be the number one provider for Rolls Royce with their training needs over the past three years.

• There continues to be discussions about the need for engineers with local businesses (Boeing and Anomatic) and training programs for their employees. We continue to communicate with these businesses as possible pipelines for employment. We and our WDIC department works with these
businesses to help them understand the importance of a two year graduate. As we continue to work on our Engineering program, we have been doing our best to market to these potential students and the opportunities available to them.

- Dr. Coe gave an update on the Heavy Equipment Operators Program. The first phase was to get the one year certificate approved through OBR and we have accomplished this. Unfortunately, the line item to fund 30 students this fall was in the State budget and was vetoed by the governor. We are in communication with local legislators and Chancellor Carey who all believe they can find money in the budget for this. Thank you to Sarah and Billie for helping us with phone calls. We continue to work on the scholarship portion of this project.

- We closed FY13 on June 30th and all is going well with our transition into FY14.

- We are hosting the Italian visitors on our campus this year. Our office is hosting a casual picnic for these guests and we hope board members will attend. There will be other opportunities to interact with these visitors on August 13th at the Coshocton Winery and/or on August 16th at Sarah Wallace’s home for the farewell dinner.

OTHER BUSINESS:

Ms. Snyder commented about our great discussion about our mission and continued discussion with other organizations in the community.

Congratulations to Matt Kelly and his team on a very successful alumni event on July 3rd.

Sarah, please share our appreciation with your parents for the July 3rd concert and fireworks, as well as the Italian immersion program.

The board is thankful for the seamless transition from FY13 into FY14. Thank you to Dr. Coe and your team.

Jill Griesse, we are thrilled with your progress and appreciate your time and attention to this board.

The meeting was adjourned at 12:40 p.m.

Next Meeting: Tuesday, August 20, 2013
12:00 p.m. Reese Executive Board Room

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