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: Mr. Mike Menzer, Mr. Rob Montagnese, Mr. Mark Ramser Mr. Barry Riley, Ms. Cheryl Snyder, Ms. Sarah Wallace, and Ms. Billie Zimmers

Absent from Fiduciary Board: Ms. Jill Griesse, Mr. John Hinderer

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.

Ms. Snyder welcomed Dr. Sharad Thakkar as the new OSUN Board liaison and Dr. Coe introduced Ms. Faith Delehanty from New York who is serving as a consultant in the Gateway. Faith will be back at another board meeting in the future.

APPROVAL OF SEPTEMBER 17th, 2013 MEETING MINUTES

Mr. Menzer made a motion to approve the minutes from the September 17th meeting. Mr. Ramser seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the minutes from the September 17th 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. Mr. Montagnese 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:

<table>
<thead>
<tr>
<th>Gifts – September</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert M. Thomas Endowment</td>
<td>$100,000.00</td>
</tr>
<tr>
<td>McConnell Emergency Fund</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Premier Faculty/Staff Scholarship</td>
<td>431.54</td>
</tr>
<tr>
<td>Joseph and Nelda Bernat Scholarship</td>
<td>100.00</td>
</tr>
<tr>
<td>John J. and Elizabeth O’Neill Scholarship</td>
<td>25.00</td>
</tr>
</tbody>
</table>
REGULAR 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>Siddle, Jami</td>
<td>Account Associate</td>
<td>10/14/13</td>
<td>$12.00 hr.</td>
<td>COTC-CS</td>
</tr>
</tbody>
</table>

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>Ekleberry, Todd</td>
<td>WDIC Instructor/Trainer</td>
<td>9/24/13</td>
<td>$112.00 pmt.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Jones, Amanda</td>
<td>Recruiter</td>
<td>9/19/13 to 10/31/13</td>
<td>$520.00 bw.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Kollar, John, Jr.</td>
<td>WDIC Instructor/Trainer</td>
<td>9/23/13</td>
<td>$56.00 pmt.</td>
<td>COTC-NCS</td>
</tr>
<tr>
<td>Lopeman, Cheryl</td>
<td>Records Support Specialist</td>
<td>9/9/13 to 10/11/13</td>
<td>$11.44 hr.</td>
<td>COTC-NCS</td>
</tr>
</tbody>
</table>

CERTIFICATION OF PAYMENT VOUCHERS

Mr. Montagnese made a motion to approve the payment vouchers. Mr. Ramser seconded the motion. Motion passed.

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

- Hurley’s Water Well Drilling V0120247 8/29/13 $8,922.83 Founders Well Pump Motor Replacement
- Speer Mechanical V0120479 8/30/13 $18,001.91 Emergency Repairs – LeFevre Chiller & V0123105

COMMITTEE REPORTS:

- Audit/Finance Committee
  - End of year Preliminary Financial Statements

  Mr. Riley reported that the Finance Committee met on October 10. Because the college leadership took some very proactive steps one year ago at the time of the enrollment problem, we ended the year with a little bit of money. Currently, our FY14 budget is on track; in fact, it is actually a little better than planning predicted. The state support came in at 100.6% of budget. The planned spending reductions for this year helped give us a healthy bottom line with reserves at $9 million. Hitting this mark helps our reserve maintenance funds. We have decided to protect ourselves against the changing state formulas through possible tuition waivers for students so we have two non-mandatory transfers of funds. We have had discussions about Senate Bill 6 ratios. Although it’s preliminary, we believe our ratios will bounce back to a very healthy level. The Finance Committee still feels positive about building assistance coming from the State. Mr. Riley congratulated Dr. Coe on the steps she took to deal with the enrollment problem in 2012, and Ms. Snyder thanked Dr. Coe and the entire team for their work on the finances.
Mr. Riley made a motion to approve the Preliminary Financial Statements as presented in the board packets. Ms. Zimmers seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees has reviewed and discussed the preliminary financial statements for the year ended June 30, 2013. The Board of Trustees also approves the additional FY13 set asides as proposed with funding set aside from excess reserves.

- **OSUN Board Report:**
  
  Dr. Thakkar said the OSUN Board heard a presentation on the new Science & Technology Building. We are looking forward to a joint board meeting on December 11th. They also discussed the need to offer something less than a four-year program, offering specialized needs. The Board members seemed to favor this.

**OLD BUSINESS:**

- **Facility Project Updates**
  
  - Brian Boehmer reported that plans for the Maintenance Building and the Science & Technology Building are progressing. **The Maintenance Building** will be a little over 15,000 sq. ft. and will be located south of LeFevre Hall and across the diversion ditch. The project team is working with Robertson Construction and should receive estimates by October 25th. He said they are about ready to present the conceptual design and the initial budget to the Executive Committee and should present to the Board of Trustees at the November 19th meeting.
  
  - Good news about the **Science & Technology Building**: the Capital Bill process has been introduced so it looks like we will have a capital bill this year. The deadline for submitting our six-year capital plan to the State is November 1. We are ahead of this process. This building is our number one priority. We plan to submit a priority two request for Adena Hall which would include the backfill renovation of the existing space as well as some deferred maintenance issues. Science Building programming phase is nearing completion. Meetings have been held with the faculty to discuss their space needs and these meetings have gone very well. On October 18th the design team presented the program to the Executive Committee for the initial review and comments. As it stands now, we have 23 academic teaching labs and classrooms, 17 science research labs, various lab support spaces, the entire IT Department including a new data center, faculty and staff offices, 3 conference rooms, and a variety of study and student gathering areas throughout the building. At the present time the building sits at roughly a 60,000 sq. ft. building. There is an almost perfect balance of space allocated between OSUN and COTC. We have begun to explore how the footprint will impact the site. On December 11th there will be two presentations of the project. One will be a joint board presentation with COTC, OSUN, and NCDF Board members at 11:00 a.m. and a second, campus-wide presentation will be given at 2:00 p.m. in the Reese Center. Total cost of this project is estimated to be $25 million with $18.6 million of that designated for construction.
NEW BUSINESS

- **Licking County Foundation Board Member Appointments**

  Ms. Snyder presented the names of William T. McConnell and Janine Mortellaro for consideration to serve on the Board of the Licking County Foundation.

  Mr. Menzer made a motion to appoint these two individuals to the Licking County Foundation Board. Mr. Riley seconded the motion. The motion passed.

  **BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees approves the appointments of William McConnell and Janine Mortellaro for a five-year term beginning January 1, 2014 and ending on December 31, 2018.

- **Board Rule Changes**

  - **Personnel Matters – Change in process**

    Jackie Parrill reported that after working with the Attorney General’s office, we have determined that the process of approving personnel is no longer necessary for the Fiduciary Board. The authority had been delegated to Dr. Coe according to the existing board rules. For this reason, personnel will no longer be listed as an action item on future Board material.

  - **Board Rule Amendment 3357:3-1-03 Meetings and Committees of the Board of Trustees**

    Jackie Parrill stated that the college has always been in compliance, however, it has been recommended by our attorney that we have more specific language in this rule about providing notice of our monthly meetings. The new recommended language has been provided for consideration.

Ms. Wallace made a motion that the Central Ohio Technical College Board of Trustees approves the amendment to Board Rule 3357:3-1-03 Meetings and Committees of the Board of Trustees as presented. Mr. Ramser seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees approves the amendment to Board Rule 3357:3-1-03 Meetings and Committees of the Board of Trustees as presented.

- **Uniform Standards for Remediation-Free Status**

  Dr. Coe said there is a nationwide move, and specifically in the state of Ohio, to get students through the system more quickly, to get them out into the work force. There has been some abuse across Ohio where a school will get someone in developmental education and keep them there for some time. Because students come under prepared, some students may get to their last semester and find themselves out of financial aid. About two years ago the General Assembly put forth HB 153 which required that the presidents of all state institutions establish uniform statewide standards for students to get into college level courses. So if the student comes in from high school and has a certain SAT or ACT score, then the student should be placed into our school. We must adhere to the uniform standards for remediation free and accept the mandated statewide standards.

Mr. Menzer made a motion that the Central Ohio Technical College Board of Trustees approves the Uniform Standards for Remediation-Free Status, as presented. Mr. Montagnese seconded the motion. Motion passed.
WHEREAS, the General Assembly in HB 153 required the presidents of all state institutions of higher education to establish uniform statewide standards in mathematics, science, reading, and writing that each student enrolled in a state institution of higher education must meet to be considered in remediation-free status; and

WHEREAS, the presidents of the state institutions of higher education established Uniform Standards for Remediation-Free Status; and

WHEREAS, the Board of Trustees of each state institution of higher education is required to adopt the Uniform Standards for Remediation-Free Status and any required assessments into the institution’s policies;

NOW THEREFORE BE IT RESOLVED that the Central Ohio Technical College Board of Trustees, hereby adopts the Uniform Standards for Remediation-Free Status, any required assessments and any future modification of the Uniform Standards for Remediation-Free Status or required assessments.

PRESIDENT'S REPORT:

- Dr. Coe said that on behalf of the COTC Board a donation to the Nelda & Joe Bernat scholarship fund was made in memory of Nelda Bernat, widow of Joe Bernat, a former COTC trustee. Dr. Coe also attended calling hours for Nelda.

- On September 27th Dr. Coe attended a capital budget meeting convened by Governor Kasich for all the presidents of universities and two-year colleges in Ohio. COTC’s budget is in compliance.

- Dr. Coe acknowledged the leadership of Jackie Parrill during the October 2nd Strategic Planning Council Meeting. The new strategic plan will be rolled out in January.

- Chancellor Carey convened the directors of every state agency on October 3rd to discuss Heavy Equipment Funding. Various agencies are trying to figure how they can fund an early co-hort for this important program.

- On October 11th Dr. Coe and Dr. MacDonald participated in the inauguration of Dr. Weinberg, the new president of Denison University. Dr. Coe also plans to attend the inauguration of Dr. Henry Spaulding, the new president of MVNU, on November 8th.

- COTC partnered with Roscoe Village and the annual Apple Butter Stirrin’ Festival on October 16th for our Friends of the College event. COTC provided transportation for Robby and Jodie Robinson to attend this event. This is our 10th anniversary year at the Coshocton campus.

- The Regional Campus Cluster Advisory Council held a historic meeting on October 17th. Participating in this event were deans from each of the OSU regional campuses, presidents of the co-located two-year colleges and their board chairs. The purpose of the meeting was to continue looking for opportunities for sharing on these campuses. Representing the Newark campus were Mike Cantlin (OSUN Board Chair), Dr. MacDonald, Cheryl Snyder (COTC Board Chair) and Dr. Coe. Ms. Snyder provided positive comments about this meeting.

- At the October 21st Trustee Conference it was announced that OBR and the office of the Governor have contracted with Gordon Gee until June 30, 2014 to look into methods for obtaining higher quality and lower costs at Ohio’s colleges and universities.
Ms. Snyder then invited David Brillhart and members of the Board into Executive Session to discuss a personnel matter.

Roll call was taken as follows: Riley (yes), Ramser (yes), Menzer (yes), Zimmers (yes), Wallace (yes), Montagnese (yes), and Snyder (yes).

Roll call was taken coming out of Executive Session: Riley (yes), Ramser (yes), Menzer (yes), Zimmers (yes), Wallace (yes), Montagnese (yes), and Snyder (yes).

Ms. Snyder called for a motion to authorize the purchase of a company car for COTC President Dr. Bonnie L. Coe.

Mr. Riley made a motion to authorize the purchase of a company car for President Coe, of an amount not exceeding $55,000. Mr. Ramser seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical Board of Trustees authorizes the purchase of a company car for its President, Dr. Bonnie L. Coe, of an amount not exceeding $55,000. With consideration of the trade-in of the previous company car, the net cost to the college would not exceed $35,000. This amends current language in Dr. Coe’s annual letter dated 06/22/10 pertaining to a company car.

Adjourned – 12:47 p.m.

**Next Meeting:** Tuesday, November 19th, 2013
12:00 p.m. Reese Executive Board Room

Cheryl L. Snyder
Chair

John F. Hinderer
Vice-Chair