

# MINUTES

## COTC BOARD OF TRUSTEES

November 21, 2023

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

**Present from Fiduciary Board:** Mr. Andy Crawford, Mr. Andrew Guanciale, Mr. Bruce Hawkins, Ms. Sally Heckman, Mr. Robert Montagnese, Ms. Cheryl Snyder, Ms. Marion Sutton, Ms. Rhoda Warnock

Absent: Dr. Mark Law

### 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 OCTOBER BOARD MEETING

Mr. Hawkins made a motion to approve the minutes of the October 17 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 October 17 board meeting.

### ACCEPTANCE OF GIFTS

Ms. Heckman made a motion to accept the gifts with appreciation. 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 – October

The John and Mary Alford Center for Science and Technology	\$ 383.50
The Faculty and Staff Premier Scholarship	\$ 46.00
The Radiologic Science Technology Alumni and Friends Scholarship	\$ 40.00
The COTC Emergency Fund	\$ 35.00
The Next Generation Challenge Scholarship	\$ 10.00
The COTC and Ohio State Newark Veteran's Emergency Fund	\$ 10.00
The COTC Alumni Scholarship	\$ 5.00
The COTC Diversity Scholarship	\$ 5.00

Gift in Kind donation:

Gift in Kind: 1 – Philips lu22 Machine, Serial#B0G2FB to be used by the DMS Sonography Lab

Value: \$ 7,500.00

Donated by: Licking Memorial Hospital

## CERTIFICATE OF PAYMENT VOUCHER

Ms. Warnock made a motion to approve the voucher as presented and Mr. Crawford 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).

<b>Vendor</b>	<b>Voucher #</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Description</b>
Elite Preparedness	V0226210	10/06/23	\$12,280.00	Law Enforcement Academy Range Use

## COMMITTEE REPORTS

**Audit Finance** – Financial statement year ended June 30, 2023

Mr. Crawford shared comments about their November 3<sup>rd</sup> meeting. Dr. Brillhart provided an end of year report and explained how we were able to make adjustments to come in under budget. Dr. Brillhart provided detailed information about our reserves fund use and he explained about the exciting scholarship opportunities coming soon. The board was reminded of our tuition stabilization fund commitment by 2028.

The end of year preliminary financial statements were provided and we appear to be on target with our FY24 expenses. We are please that our FTE is up about 9.5%.

Mr. Crawford made a motion that the Central Ohio Technical College Board of Trustees has reviewed and discussed the preliminary financial statements for the year ending June 30, 2023 and that we approve the non-mandatory set aside of \$300,000 for student success scholarships. Mr. Guancia 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 ending June 30, 2023 and has approved the non-mandatory set aside of \$300,000 for student success scholarships.

Dr. Brillhart shared information on a Founder’s Hall renovation budget analysis recently conducted. The original amount budgeted for this renovation was 26.4 million. Due to cost increases, we have increased our budget to 27.7 million. Kim Manno, Director for Advancement indicated that we are \$29,000 away from this updated fundraising goal for the renovation of Hodges Hall. Dr. Brillhart asked the board for consideration to authorize up to an additional \$205,000 if necessary for COTC’s share of additional renovation costs.

Ms. Heckman made a motion to authorize the President and Treasurer to transfer up to an additional \$205,000 for the renovation of Hodges Hall if necessary for COTC’s share of additional renovation costs. Ms. Snyder seconded the motion. Motion carried.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees authorizes the President and Treasurer to transfer up to an additional \$205,000 for the renovation of Hodges Hall if necessary for COTC’s share of additional renovation cost.

## **Ohio State Newark board update – Jeff Cox**

Congratulations to the board for all the positive things going on at COTC.

### **Focus groups**

Focus groups are being conducted by the Office of Academic Affairs to assess the regional campuses' relationships with their communities. Their purpose:

- Inform Ohio State's new president and new provost about the regional campuses
- Help the new deans of the regional campuses understand how their communities feel about the campuses
- To learn what our communities see as opportunities for new ways for the campuses to be of service to the community

Note that this project is being led by Vice Provost Ryan Schmiesing and not by the deans.

### **Regional Campus Student Support Alignment Workshop**

A regional Campus Student Support Alignment Workshop was held at the Marion campus in October. The workshop was led by Ryan Schmiesing and included all four regional campuses. Feedback sessions were led by representatives from student life, enrollment management, and other university-level offices.

### **Newark Peloton reaches its goal**

The Newark campus Peloton, Rolling for a Cure, reached its goal by raising \$53,910. This is especially extraordinary because the original goal was \$39,000 and the team changed it to \$50,000.

### **Update on dean search**

The search firm continues to source candidates for the Ohio State Newark dean position. The application deadline is January 1, 2024. As details are finalized regarding candidate visits, the Office of Academic Affairs will communicate to the campus. The intention is for the dean to begin no later than next academic year.

## **OLD BUSINESS – None**

## **NEW BUSINESS**

### **Board Development Committee**

Mr. Montagnese reminded the board that this is the time of year we plan for officers for the coming year. If anyone has a desire for a leadership position, please contact a member of the board development committee. Chair of the BDC will be prepared to bring a recommendation to the January 2024 meeting.

### **Academic Affairs Update**

Dr. Greg Ferenchak provided updates of personnel changes and new programs in Academic Affairs. He highlighted seven new programs Respiratory Therapy starting in Autumn, 2024. RN to BSN in Autumn 2024, Semiconductor Manufacturing and Engineering Technology starting in the spring. Supply Chain Management spring, 2024, Unmanned aircraft systems (Drone) has been suspended until August, 2024, DMS Pediatric Echo started in spring, 2023, CDL started this fall. He shared several accomplishments and grants received in Academic Affairs and covered some of the areas we are currently looking at increasing enrollment capabilities to perhaps allowing students to obtain a bachelor's degree. Some of our challenges: Surgical Technology is going through a reaccreditation process. Looking at CCP enrollment in area high schools. Create a marketing

plan to capitalize on high school students taking college courses while still in high school. We continue to review programs as we remain relevant to what our workforce demands.

### **Ending Practice of Transcript Withholding**

Dr. David Brillhart shared the new legislation in the state budget about transcript withholding. We have had a long-standing practice of withholding transcripts if the student owes the college money. Our collection efforts have not been due to withholding transcripts, but primarily come through collection efforts through the Attorney General's office. We will continue to deny enrollment to student with past due balances but we no longer recommend withholding transcripts.

Ms. Warnock made a motion to end the practice of withholding student transcripts for non-payment of overdue balances owed to the college effective January 1, 2023. Ms. Sutton seconded the motion. One opposed. Motion carried.

**WHEREAS**, Central Ohio Technical College (COTC) currently withholds official transcripts for students with overdue balances to the College; and

**WHEREAS**, COTC will send official transcripts to student employers, regardless of overdue balances with COTC, in accordance with Ohio Revised Code 3345.011; and

**WHEREAS**, Ohio Revised Code 3345.027 (C) (1) states that the board of trustees of each state institution of higher education shall formally consider and adopt a resolution determining whether to end the practice of transcript withholding; and

**WHEREAS**, the Board has formally considered the extent to which ending the practice of transcript withholding will promote the State of Ohio's post-secondary education attainment and workforce goals; and

**WHEREAS**, the Board has formally considered the rate of collection on overdue balances resulting from the historical practice of transcript withholding; and

**WHEREAS**, the Board has formally considered the extent to which ending the practice of transcript withholding will help students who have disenrolled from COTC complete an education, whether at COTC or another state institution;

**NOW THEREFORE BE IT RESOLVED** that Central Ohio Technical College shall end the practice of withholding student transcripts for non-payment of overdue balances owed to the College effective January 1<sup>st</sup>, 2024.

### **PRESIDENTS REPORT**

- **Enrollment** is up 7% in headcount compared to this time last year (1,717) which is 51% to our aspirational goal.
- Hosted **First Responders debrief** yesterday on our campus which was mostly centered around their own mental. Health. Thanks to Adam Featherling, Director of Security for organizing this.

- Last year, Ohio established the nation's first **Collegiate Purple Star Award** designation to assist colleges and universities in elevating enrollment and support of veteran and military-connected students and families. The Chancellor announced on November 8<sup>th</sup> that COTC earned the **Collegiate Purple Star Award** designation. Thanks to Charlene Ross, Academic Advisor and Military & Veterans Resource Coord. took the lead on submitting our application and paperwork through ODHE.
- **Legalization of recreational marijuana by passing Issue 2**  
COTC has a longstanding policy against illicit drug use on campus and within its programs and activities, and the federal government still considers marijuana to be an illicit drug. The college must abide by federal laws, including the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act.

Regardless of state law, COTC remain subject to the federal Safe and Drug-Free Schools and Communities Act, and the accompanying regulations that apply in the context of higher education.

We are grateful to our board and for their service to the college.

**OTHER BUSINESS** - none

Next meeting will be December 19

Meeting adjourned 9:34 am

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Rob Montagnese  
Chair

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Cheryl L. Snyder  
Vice Chair

#### MISSION STATEMENT

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