

# MINUTES

## COTC BOARD OF TRUSTEES

December 15, 2020

8:30 a.m.

Skype Meeting

**Present from Fiduciary Board:** Mr. Steven Cohen, Mr. Andy Crawford, Mr. Bruce Hawkins, Mr. Robert Montagnese, Mr. J. Park Shai, Ms. Marion Sutton, Mr. Paul Thompson, Mr. Gordy Yance, and Barry Riley, Board Emeritus

**Present from the OSUN board:** Mr. Chris Meyer

**Absent:** Ms. Cheryl Snyder

### CALL TO ORDER

Chairman Mr. Rob 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 NOVEMBER BOARD MEETING

Mr. Thompson made a motion to approve the minutes of the November 17 board meeting. Mr. Hawkins seconded the motion. Motion passed.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees approves the minutes from the November 17 board meeting.

### ACCEPTANCE OF GIFTS

Mr. Hawkins 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 – November

The Science and Technology Building Capital Campaign	\$ 1,249.44
The COTC Student Emergency Grant	1,115.00
The Officer Thomas W. Cottrell, Jr Award	90.00
The Radiologic Science Technology Alumni and Friends Scholarship	86.66
The Elizabeth Barnhart Award for Nursing Excellence	50.00
The Laverne A. Messimer Memorial Scholarship	2.50
The Faculty & Staff Premier Scholarship	2.00

## **COMMITTEE REPORTS:**

### **OSUN BOARD REPORT**

Chris Meyer, OSUN Advisory Board member provided the following report:

#### **Academic calendar**

Ohio State ended autumn semester with classes in completely remote formats, having moved to all remote instruction after Thanksgiving. Final exams were held the week of December 7-11, and a virtual autumn commencement was held on December 13.

Spring semester will begin on January 11 as scheduled, however the university recently decided to conduct all classes remotely for the first two weeks of the semester. The university had previously scheduled only one week of remote instruction but added a second week due to rising COVID infection rates. Classes will continue in all modes beginning January 25. To lessen travel, there will be no traditional spring break. Students will have two mid-week instructional breaks on February 23-24 and March 31-April 1.

#### **COVID-19 testing in Newark**

The opt-in COVID-19 testing for faculty and staff on the Newark campus will continue through winter break.

#### **Enrollment**

Ongoing uncertainty caused by the pandemic is having a continued negative effect on enrollment. The number of students completing course scheduling for spring semester is down approximately 16% from this time last year. The Columbus campus is also experiencing around a 5% downward trend in enrollment for spring semester.

## **OLD BUSINESS**

Brian Boehmer provided an update on the progress of the John and Mary Alford Center for Science and Technology Building which is 65% complete. March 18 is the anticipated completion date. Brian also provided an update on the Pataskala Campus Renovation. No safety issues or reports of COVID. They are 35% to completion and are running about four weeks behind but optimistic they can make up time.

## **NEW BUSINESS**

### **NCDF Board Renewals**

Mr. Montagnese indicated there are three appointments to the NCDF Board for consideration and asked that we approve each one separately. Due to their involvement with the NCDF Board, both Mr. Montagnese and Mr. Thompson abstained from voting.

Mr. Yance made a motion and Mr. Hawkins seconded the motion to appoint Ronald B. Alford to serve another three-year term on the NCDF Board.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees appoints Ronald B. Alford to serve another three-year term as a trustee of the Newark Campus Development Fund. The term will expire December 31, 2023

Mr. Shai made a motion and Mr. Crawford seconded the motion to appoint Douglas Mock to serve another three-year term on the NCDF Board.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees appoints Douglas F. Mock to serve another three-year term as a trustee of the Newark Campus Development Fund. The term will expire December 31, 2023

Mr. Yance made a motion and Mr. Cohen seconded the motion to appoint Seth Patton to serve another three-year term on the NCDF Board.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees appoints Seth Patton to serve another three-year term as a trustee of the Newark Campus Development Fund. The term will expire December 31, 2023.

### **Achieving the Dream Network**

Of importance to COTC is the Student Access, Retention, and Completion with a heavy focus on student outcomes. The Achieving the Dream membership brings in experts to work with the college to focus on these important initiatives. Dr. Eric Heiser asked for the board to considering supporting the colleges' membership with ATD.

Mr. Hawkins made a motion and Ms. Sutton seconded the motion to support this membership.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees offers our support which fully endorses the efforts of the college to improve student outcomes through its work within Achieving The Dream Network as presented and we support membership with ATD

### **COTC Bachelor of Applied Science in Medical Sonography**

Dr. Heiser was pleased to announce that our first Bachelor of Applied Science degree will be in Medical Sonography. Much credit was given to Dr. Melinda Brillhart who submitted our application to the Ohio Department of Higher Education for review and consideration. The Chancellor will make the recommendation and we are hopeful to offer the first of its kind in our region here at COTC.

### **Faculty Stipends**

Dr. Heiser expressed his appreciation for the extraordinary efforts on behalf of our faculty during this pandemic. Both labs and classes were forced to remote and online. Our faculty really stepped up with curricular adaptation by revising course materials and activities as well as teaching strategies. Dr. Heiser asked the board to consider approving an MOU allowing for Extraordinary Stipends for our full-time faculty.

Mr. Hawkins made a motion to approve the MOA for Extraordinary Stipends, Mr. Thompson seconded the motion.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees approves the MOA—Extraordinary Stipends between the College and The United Faculty/COTC, AFT/OFT as outlined which will be completed by December 31, 2020

Dr. Heiser asked that a similar consideration be given for our part-time faculty in recognition of their dedication and contributions adapting to the pandemic.

Mr. Thompson made a motion to support these recommendations. Mr. Cohen seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College Board of Trustees supports the recommendations in recognition of the dedication and contributions adapting to the pandemic, the college will provide the following additional one-time compensation to part-time faculty, who developed online learning capabilities necessary to continue educational instruction in response to COVID-19 by adapting courses from onsite or primarily onsite to online or hybrid delivery as determined by the provost, and who remain active part-time faculty with the collage as of the date of this board action as follows:

- Part-time faculty shall be compensated based on their Autumn 2020 assignments that required adaptation as follows: \$130.00 (one hundred thirty dollars) per credit hour for lecture/lab and clinical hours, and \$90.00 (ninety dollars) per credit hour for lecture hours.
- Payments will be made no later than December 18, 2020 and are subject to all applicable payroll taxes and withholdings.

Mr. Montagnese asked that appreciation from the board to our part-time and full-time faculty be shared.

### **C-TEC/COTC MOU**

Dr. Heiser was pleased to present an MOU outlining plans for a partnership with C-TEC. We plan to work with the adult ed and high school side of C-TEC. Both organizations can benefit from this MOU. Dr. Heiser respectfully asked the boards consideration of this partnership.

Mr. Crawford made a motion and Mr. Hawkins seconded the support of this partnership.

**BE IT RESOLVED:** the Central Ohio Technical College supports the partnership MOU between Career & Technology Education Centers (C-TEC) and Central Ohio Technical College effective January 1, 2021 through December 30, 2026 which promotes joint educational and cultural collaboration as presented and outlined in the MOU agreement.

### **PRESIDENTS REPORT**

Dr. Berry congratulated Mr. Montagnese on his re-appointment to the COTC board from the governor. Thank you, Rob, for your continued support.

Dr. Berry provide a “State of the College” report. Along with David Brillhart, they shared an update on the CARES Act funding. To-date, we have received \$2.4 million.

A Strategic Workforce Assessments update was given for Knox, Coshocton, and Licking County (which will be announced tomorrow).

Mr. Cohen, Mr. Hawkins and Dr. Berry plan to attend the virtual OACC State Trustees conference later today.

Dr. Berry hosted a virtual holiday open house for staff and faculty from the Hall-Coe house which went well.

Dr. Berry reported that we are currently having conversations about using the Reese Center for a possible vaccination location for Licking County.

Dr. Berry introduced Dr. Jarc, Assistant Professor of Digital Media Design who then shared a Holiday greeting video from President Berry which was produced by some of our DMD students with support from our marketing department. Well received.

**OTHER BUSINESS** – No other business

Happy Holidays to everyone and Happy New Year.

The meeting adjourned at 9:38 a.m.

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Rob Montagnese  
*Chairman*

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Steve Cohen  
*Vice-Chairman*

#### MISSION STATEMENT

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