

MINUTES

COTC BOARD OF TRUSTEES

June 18, 2024

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

Present from Fiduciary Board: Mr. Andy Crawford, Mr. Andrew Guancia, Mr. Bruce Hawkins, Ms. Sally Heckman, Dr. Mark Law, Mr. Robert Montagnese Ms. Cheryl Snyder, Ms. Marion Sutton, and Rhoda Warnock

CALL TO ORDER

Chair Mr. Rob Montagnese called the meeting to order at 8:30 a.m. and informed the board that notice of this meeting was given in conformity with Section 121.22 of the Ohio Revised Code.

APPROVAL OF MINUTES FROM THE MAY BOARD MEETING

Mr. Hawkins made a motion to approve the minutes of the May 21 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 May 21 board meeting.

APPROVAL OF MINUTES FROM THE JUNE 7 BOARD RETREAT

Ms. Heckman made a motion to approve the minutes of the June 7 board retreat. Mr. Crawford seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees approves the minutes from the June 7 board retreat.

ACCEPTANCE OF GIFTS

Ms. Warnock made a motion to accept the gifts with appreciation. Mr. Guancia 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 – May

The Holly Griesse Shai & J Park Shai III Scholarship	\$ 5,000.00
Blue Line Superhero Run – Sponsor and registration	3,842.36
The Community Bank Business & Finance Scholarship	1,000.00
The John and Mary Alford Center for Science & Technology	575.25
The COTC Alumni Scholarship	300.00

The Faculty & Staff Premier Scholarship	69.00
The COTC Emergency Fund	45.00
The Radiologic Science Technology Alumni & Friends Scholarship	20.00
The Next Generation Challenge Scholarship	5.00

COMMITTEE REPORTS - None

OLD BUSINESS - None

NEW BUSINESS

College Credit Plus Tuition Waiver – Sarah Morrison

Sarah explained how the CCP program has been managed including billing for CCP and concurrent students resulting in multiple billings to students. A recommendation to apply for a tuition waiver as allowed under the CCP regulations was proposed which would provide any high school student not under CCP authorization and enrollment to receive a tuition discount based upon the default rates established by the Ohio Revised Code 3365.07 and the Ohio General Assembly biennial budget process.

Mr. Hawkins made a motion to authorize the COTC President to apply for a tuition waiver approval from the Ohio Chancellor as allowed under CCP regulations as recommended. Mr. Guanciale seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees authorize the COTC President to apply for a tuition waiver approval from the Ohio Chancellor as allowed under CCP regulations.

Fiscal Board Rules – Jackie Parrill

As established in our SOP for the development & review of college board rules, all COTC board rules shall be reviewed on a rolling schedule so that all rules are reviewed at least every five years. At the annual board retreat the fiscal rules were reviewed and discussed. It was determined that only one of the sixteen rules required an amendment.

Ms. Sutton Made a motion to approve the amended fiscal board rule as presented for 3357:3-3-14 Travel as presented. Mr. Hawkins seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the *amended* Fiscal board rule as presented for 3357:3-3-14 Travel.

Ms. Heckman made a motion to approve the following fiscal board rules to be maintained in the current form for 3357: 3-3-01 through 3357: 3-3-16. Dr. Law seconded the motion. Motion carried.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees approves the following Fiscal board rules to be *maintained* in the current form for 3357:3-3-01 through 3357:3-3-16

President's Annual Performance Evaluation and Compensation

Based on conversations during the executive session of the board retreat, Mr. Montagnese shared the recommendations of the board regarding President Berry's annual performance evaluation, bonus, and to identify goals and objectives for the upcoming academic year.

Dr. Law made a motion to authorize the payment of a one-time performance bonus of \$19,000 to Dr. Berry for goals attained during the 2023-2024 academic year payable on the first payday following this approval. To authorize a 3.5% increase to his base pay effective with the beginning of the pay period that includes September 1, 2024, and, to approve the identified performance goals and objectives for academic year 2024-2025 (included in the minutes). Mr. Guanciale seconded the motion. Motion carried.

BE IT RESOLVED: in accordance with board rules, the COTC board of trustees met in executive session on June 7, 2024, to evaluate the performance of President John M. Berry, PhD on the goals and objectives established for academic year 2023-2024 and to identify the key goals and objectives for academic year 2024-2025. The COTC board of trustees hereby:

1. Authorize the payment of one-time performance bonus of \$19,000 to Dr. Berry for goals attained during the 2023-2024 academic year payable the first payday following this approval.
2. Authorize a 3.5% increase to his base pay effective with the beginning of the pay period that includes September 1, 2024.
3. Approve the identified performance goals and objectives for academic year 2024-2025 (attached).

Dr. Berry expressed his appreciation to the board for their support and that of his cabinet members.

Board Development Committee – Ms. Sutton

After the May board meeting the BDC met and made a recommendation of potential board members to submit to the Trustee Selection Committee for consideration. The committee plans to hold off on this recommendation until the candidate(s) can be further vetted.

PRESIDENT'S REPORT

- Dr. Berry participated this morning via phone while on vacation with his family.
- Thank you to the board who participated in the board retreat this month.
- Current headcount is 1,188 (increase of 14%) over last summer. Special thanks to Sarah Morrison and her team. Autumn enrollment headcount is currently at 955 (increase of 63%) and FTE is up 70% over this same time last year. We have much to celebrate.
- Many are helping to shepherd the Junior Achievement program in Licking County. We hosted an Outreach luncheon – May 29th. Dr. Berry is serving on the JA Newark Learning Center Advisory Council.
- Significant partnership development continues with Ariel Corporation in Mount Vernon.

- Dr. Barnes (97 years-old) toured Hodges Hall – June 4th Thanks to Kim Manno and Brian Boehmer who helped facilitate this tour.
- ODHE Trustees Conference – June 5th --- Thank you Sally and Andrew for attending. Much focus on board development. STEM and Healthcare are of great importance.
- Plans continue as we prepare to bring 15 youth and 3 chaperones from Italy to Ohio. We are still looking for a couple of host families.
- President Crawford – Miami of Ohio – June 10th dinner They hope to do some possible 2+2 programs with COTC.
- Standard Power – WGU *Western Governors University* – Coshocton City Schools June 11th ceremonial signing. Thanks to Provost Ferenchak for representing COTC as the lead on this project.
- Sandy Siegrist letter from Lynn Jacobs shared with the board.

Questions/comments for Dr. Berry:

Scholarships....are they being fully utilized? We have gotten much better making students aware of what is available. Kim Manno confirmed there is room for important to use these scholarships as a recruitment tool.

Junior Achievement from Columbus. With now a physical location in Licking County this should be another outreach effort to leverage more students. Convenience for students in Licking County and the exposure to thousands of students.

We have made outreach efforts to President Carter for one-on-one engagement to discuss our partnership with OSUN. Dr. Berry has recently been notified there will be a regional deans and co-located two-year college presidents luncheon in late August. However, Dr. Berry plans to still advocate for a one-on-one meeting with President Carter. Sarah Wallace has been invited to meet with President Carter next week.

COTC and OSUN boards joint discussion with the new Dean. Advancement Office is happy to host an event. Dean Smith starts August 1st and will be here for the Hodges Hall ribbon cutting in an unofficial capacity.

Dr. Berry has accepted opportunities to meet with the Dean and his wife at various events.

OTHER BUSINESS

Mr. Montagnese drew attention to some of the upcoming events listed at the bottom of the agenda.

Our next meeting will be on Tuesday, August 20 at 8:30 am.

The meeting was adjourned at 9:00 am.

Rob Montagnese
Chair

MISSION STATEMENT

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