

Minutes of the regularly scheduled meeting of the board of trustees of Edison State Community College, State of Ohio, held via Zoom online video conference, February 24, 2021.

- CALL TO ORDER: Chair Tami Baird Ganley called the February meeting of the Board of Trustees to order at 2:04 PM.
- ROLL CALL: Present: Philip E. Dubbs, Tamara Baird Ganley, Darryl D. Mehaffie, Thomas P. Milligan and James C. Oda
Absent: Elizabeth S. Gutmann, Gary V. Heitmeyer,
- PLEDGE OF ALLEGIANCE: Trustee Oda led the group in the pledge of allegiance.
- INTRODUCTIONS: Chad A. Beanblossom, Jill Bobb, Amanda Bylczynski, Jessica Chambers, Amy K. Crow, Christina Cummings, Dr. Paul Heintz, James E. Lehmkuhl, Dr. Richard Hanes, Bruce A. Jamison, Kara A. Myers, Christopher D. Spradlin, all ESCC administrators; Greg Clem, ESCC faculty member; Erianna Macklin, ESCC student; Dr. Doreen M. Larson, President; Heather M. Lanham, Secretary to the Board; Kyle Overly and Larry Weeks with Clark Schaefer Hackett
- SPECIAL RECOGNITIONS: President Larson and Mr. Rick Hanes, Vice President of Integrated Advancement, introduced Edison State student Erianna Macklin. Ms. Macklin is one of four recipients of the Preble County Youth Foundation Scholarship. She is currently enrolled in the nursing program and will be graduating next fall.
- TRUSTEE RESPONSIBILITIES: Chair Baird Ganley read the College's mission statement, and then asked the trustees to review the commitment of the board.
Chair Baird Ganley asked if any of the items on the consent agenda presented a conflict of interest to any of the trustees. None were noted at this time.
- PRESENTATION: Clark Schaefer Hackett Engagement Partner Larry Weeks and Manager Kyle Overly presented the 2020 audit report to the Edison State Board of Trustees:
- Clark Schaefer Hackett completed their fifth year of a five year contract with Edison State Community College.
 - As part of their required communications with the College, Clark Schaefer Hackett provided an opinion on FY College financial statements and the College's federal programs.
 - The College was issued an "unmodified" opinion on the financial statements.
 - Reported for the Government Auditing Standards:
 - There were no material weaknesses identified in internal control noted.
 - There were no significant deficiencies in internal control noted.
 - There were no material instances of noncompliance noted.
 - Reported for the Single Audit:
 - There were no material weaknesses identified in internal control over compliance of federal programs noted.
 - There were no significant deficiencies in internal control of federal programs noted.
 - There were no material instances of noncompliance for federal programs

- o noted.
- o Issued an “unmodified” opinion on major program.
- There were no significant difficulties in dealing with management in performing and completing the audit.
- The auditors noted it was a very clean audit.

APPROVAL OF
CONSENT
AGENDA:

Chair Baird Ganley presented the following consent agenda item for approval:

- A. Approval of January 27, 2021 Board Meeting Minutes
- B. BOARD ACTION FY 2021 022421 – Approval of ESCC HIPAA Policy

With no additional corrections, additions, or deletions to the consent agenda, Trustee Milligan moved, seconded by Trustee Dubbs, for approval of the consent agenda.

On roll call vote with Trustees Milligan, Dubbs, Baird Ganley, Mehaffie and Oda voting aye, the Chair declared the motion carried.

PRESIDENT’S
REPORT:

Dr. Larson updated the Trustees on current initiatives relating to personnel, enrollment, student success, facilities, the Edison State Foundation, workforce and the College’s budget.

Dr. Larson also relayed that the College is in compliance with the Governor’s COVID-19 mandates, and noted that there has been no noted spread of the COVID-19 virus on campus.

TRUSTEE
EDUCATION:

Ms. Christina Cummings, Director of Student Financial Aid, gave an overview of the Financial Aid Department.

- Ms. Cummings introduced the employees that work in that department, outlining their individual responsibilities.
- Ms. Cummings relayed the steps used in awarding Federal Pell Grants and Federal Loans.
- Ms. Cummings described the differences involved with non-Title IV financial aid.
- Ms. Cummings went over the funds allocated from the CARES Act.

FOUNDATION
REPORT:

Dr. Rick Hanes, Vice President of Integrated Advancement, reported:

- The Foundation received a thank-you letter from a student who received funds from the Student Emergency Assistance Fund. Mr. Hanes proceeded to read the letter.
- The Foundation is currently in the middle of the Illuminate the Future Campaign, which consists of both an employee and a public campaign.
- Mr. Hanes thanked the Trustees for their participation in the campaign.
- The Foundation Board is currently working on recruiting new members.

REGIONAL
CAMPUSES
REPORT:

Mr. Chad Beanblossom, Vice President of Regional Campuses, reported:

- The COVID-19 processes and procedures are going really well at the regional campuses. Staff and students are doing a good job at compliance.
- The enrollment managers are busy with enrollment activities and are working on summer semester.
- Fall sessions are also being built.
- Regional campuses will increase the number of face-to-face courses in the summer.
- Enrollment staff and career advisors continue working closely with high schools.

ACADEMIC
SENATE REPORT:

Mr. Greg Clem, Chair of the Academic Senate, reported:

- The curriculum committee has been very busy.
- Academic Senate has been taking up the issue of blackboard faculty training and has come up with a few models, which will take place during faculty duty days.
- The faculty was appreciative of being given a little more time during spring duty days to work on their courses.
- Senate also discussed setting a standard for online courses, as there can be some inconsistencies.
- Several Black History Month events will take place this month.

TRUSTEE
COMMITTEE
REPORTS:

Executive Committee Report:

- Chair Baird Ganley reported that the Executive Committee met on February 9th with Dr. Larson and Heather Lanham.
- The Committee welcomed new member, Vice Chair Jim Oda.
- Chair Baird Ganley thanked the trustees assisting with the process of finding new appointments. The search is ongoing.
- The re-appointment of current trustees with expiring terms is also ongoing.

Finance/Audit Committee Report and Treasurer Updates:

Interim CFO James Lehmkuhl reported:

- The Statement of Net Position balance sheet shows that cash and cash equivalent have increased since this same time last year. Debt has decreased since this time last year.
- Net income is up by over \$300,000 from last year. Revenue and expenses are both up, but revenue is growing quicker. The projected forecast is \$80,000.
- Cash has increased by \$1,400,000 since the beginning of this fiscal year, due in part to College Credit Plus payments.
- State appropriations have gone up by over \$400,000.
- The SB6 report is at a strong 3.9. The 2020 calculation is calculated to be 4.5, which matches the auditors' projections.
- The Center for Workforce Development and Education report is almost identical to last month, showing slightly less than a \$40,000 loss, which is not unusual due to the effects of the pandemic.

With no further discussion, Chair Baird Ganley declared that the budget reports be filed for audit.

TRUSTEE OPEN
FORUM:

ACCT

- Chair Baird Ganley stated that she was appreciative to have attended the ACCT National Legislative Summit virtually.

OACC

- Trustee Dubbs attended an OACC virtual financial conference with the Governor, and went over some of the highlights of that meeting.

Trustee Comments

- Trustee Milligan spoke with Trustee Heitmeyer earlier today and learned that the leading candidate for appointment from Shelby county has declined, so they are starting with other candidates.
- Trustee Heitmeyer has requested that the board begin considering in-person meetings again.
- Trustee Oda asked about the College's 50th anniversary, and whether or not there

has been a budget set. Dr. Larson stated that yes, this would happen in the near future, as the College is in the beginning planning processes now.


Celebrations

- Trustee Dubbs and Dr. Larson both celebrated that they and their spouses have all received their second does of the COVID-19 vaccination.

ADJOURNMENT: With no further business to come before the board, Chair Baird Ganley declared the meeting adjourned at 4:16 PM.

“The undersigned hereby certify that this meeting was conducted in compliance with Ohio Revised Code Section 121.22.”


Chairman


Board Secretary