

Minutes of the regularly scheduled meeting of the board of trustees of Edison State Community College, State of Ohio, held at 1973 Edison Drive, Piqua, OH 45356 and via Zoom online video conference, November 17, 2021.

CALL TO ORDER: Chair Tami Baird Ganley called the November meeting of the Board of Trustees to order at 2:02 PM.

ROLL CALL: Present: Tamara Baird Ganley, Tyeis L. Baker-Baumann, Philip E. Dubbs, Douglas L. Fortkamp, Elizabeth S. Gutmann, Darryl D. Mehaffie, Thomas P. Milligan and James C. Oda

Absent: Gary V. Heitmeyer

PLEDGE OF ALLEGIANCE: Trustee Fortkamp led the group in the pledge of allegiance.

INTRODUCTIONS: Dr. Amanda L. Bylczynski, Dr. Jessica A. Chambers, Nathan J. Cole, Macy E. Guillozet, Dr. Richard A. Hanes, Bruce A. Jamison, James E. Lehmkuhl, Bruce W. McKenzie, Kara A. Myers, Andrew Runyan, all ESCC administrators; Amy A. Borgert, Amber A. Hare, Jessica J. Hoying, ESCC employees; William Loudermilk, ESCC Faculty Member; Christopher D. Spradlin, Acting President; Heather M. Lanham, Secretary to the Board; Sarah Pothast, Katelyn Sosby, Brianna Slusher, all ESCC Students; Dr. Cassie Barlow, SOCHE President

Absent: Dr. Doreen M. Larson

SPECIAL RECOGNITIONS: Mr. Nate Cole, Director of Athletics, introduced student Katelyn Sosby, recipient of the NJCAA National Player of the week, OCCAC Libero of the year, First team all OCCAC, student Brianna Slusher, two-time OCCAC player of the week, First Team all OCCAC and member of the All Freshman Team OCCAC and student Sarah Pothast, All ACCAC honorable mention.

Acting President Chris Spradlin presented Trustee Tom Milligan with the 2021 Central Region ACCT Trustee Leadership Award. Mr. Milligan won this award as part of the 2021 ACCT Annual Leadership Congress Equity Awards.

TRUSTEE RESPONSIBILITIES: Trustee Milligan read the College's mission statement. Chair Baird Ganley 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.

APPROVAL OF CONSENT AGENDA: Chair Baird Ganley presented the following consent agenda item for approval:

- A. Approval of September 22, 2021 Board Meeting Minutes
- B. BOARD ACTION FY 2022 111721 – Approval of CCP Homeschool-Private School Tuition Waiver - 2021-2022
- C. BOARD ACTION FY 2022 111721 – Approval of CCP Homeschool-Private School Tuition Waiver - 2022-2023

- D. BOARD ACTION FY 2022 111721 – Approval of Edison State Community College FY 2021 Efficiency Report and Efficiency Master Recommendation 2
- E. BOARD ACTION FY 2022 111721 – Approval of Dog Friendly Workplace Policy 3358-9-09
- F. BOARD ACTION FY 2022 111721 – Approval of Anti-Hazing Policy 3358-3-25
- G. BOARD ACTION FY 2022 111721 – Approval of 2022 Monitoring Reports & Trustee Education Schedule
- H. BOARD ACTION FY 2022 111721 – Approval of 2022 Board Meeting Schedule

Trustee Dubbs requested that Item D be removed from the consent agenda for further discussion. Chair Baird Ganley requested that Item E be removed from the consent agenda for further discussion.

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

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

APPROVAL OF THE EDISON STATE COMMUNITY COLLEGE FY 2021 EFFICIENCY REPORT AND MASTER RECOMMENDATION 2:

CFO James Lehmkuhl gave an overview of the 2021 Efficiency Report noting several areas where the College has demonstrated savings.

With no additional corrections, additions, or deletions, Trustee Dubbs moved, seconded by Trustee Mehaffie, for approval of consent agenda Item D, Approval of Edison State Community College FY 2021 Efficiency Report and Efficiency Master Recommendation 2.

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

APPROVAL OF DOG FRIENDLY WORKPLACE POLICY 3358-9-09:

Acting President Spradlin relayed that Edison State prides itself on being a family environment, and that pets are family as well. Many employees have expressed an interest over the years on bringing pets to campus. The College has worked closely with the Attorney General’s office, other institutions, as well as those involved with our vet tech program in developing this policy.

With no additional corrections, additions, or deletions, Trustee Gutmann moved, seconded by Trustee Forkamp, for approval of consent agenda Item E, Approval of Dog Friendly Workplace Policy 3358-9-09.

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

PRESIDENT’S REPORT:

Acting President Spradlin informed the Trustees that Dr. Larson was currently in Columbus meeting with several legislators discussing the College’s capital requests.

Mr. Spradlin reviewed Dr. Larson’s President’s Report and updated the Trustees on current initiatives relating to personnel, enrollment, student success, facilities, the Edison State Foundation, workforce, the College’s budget and updates on the College’s response to the COVID-19 pandemic.

TRUSTEE EDUCATION:

Ms. Cassie Barlow, President of the Strategic Ohio Council for Higher Education (SOCHE), gave the Trustees an overview of the history and purpose of SOCHE, as well as current initiatives. Ms. Barlow thanked Dr. Larson and Mr. Spradlin for their continued partnership.

PRESENTATION: Mr. Bruce, McKenzie, Chief Marketing Officer and Director of Communications, gave a presentation on current marketing initiatives, including recent press releases, social media activity and print and digital ads. Mr. McKenzie also went over partnerships that have been developed with local high schools, as well as upcoming events and sponsorships.

ACADEMIC SENATE REPORT: Mr. William Loudermilk, Professor of English and Academic Senate Chair, reported on the following:

- The Academic Senate met for the first time for the academic year on September 24<sup>th</sup>.
- There were forty-one voting members present, which was a good turn-out.
- Faculty credentials and qualifications were reviewed, ensuring that all faculty was current.
- The Core Curriculum and Assessment Committees have been busy reviewing dozens of proposals.
- The next meeting will be held December 6<sup>th</sup>. The Senate will be updating the dishonesty policy during this meeting.

TRUSTEE COMMITTEE REPORTS:

Nominations Committee Report:

Committee member Gutmann reported on behalf of Committee Chair Heitmeyer:

- The Nominations Committee recommends that Vice Chair Jim Oda be nominated as Chair of the Edison State Community College Board of Trustees.
  - Trustee Oda has agreed to the nomination.
- The Nominations Committee recommends that Trustee Tyeis Baker-Baumann be nominated as Vice Chair of the Edison State Community College Board of Trustees.
  - Trustee Baker-Baumann has agreed to the nomination.
- The vote will take place during the January 26, 2022 Board meeting.

Self-Evaluation Committee Report:

Committee Chair Dubbs reported:

- 98% of the responses for the annual survey were either a 4 (*I agree*) or a 5 (*I strongly agree*).
- The remaining 2% of responses were *I neither agree nor disagree*.
- Members of the Board commented that they would like to devote more time to reviewing the results of the annual survey, either during a work session or during the annual retreat.
- The Self-Evaluation Committee, which consists of Trustee Dubbs and Trustee Oda, will meet soon with Dr. Paul Heintz and Heather Lanham in order to go over each question and update the annual survey.

Finance/Audit Committee Report and Treasurer Updates:

Committee Chair Milligan reported:

- Trustee Milligan stated that the current financial report is very very strong and continues to reflect what has been seen all along. The College has good sales and has grown net revenue even while being very intentional about getting wages up. Mr. Milligan stated that the College's financial situation is as strong as he's ever seen it.
- Trustee Milligan deferred to CFO Lehmkuhl for the update on the financial statements.

CFO Lehmkuhl reported:

- Mr. Lehmkuhl first gave the Trustees a brief overview of the annual audit report, completed by Clark Schaefer Hackett.
- Representatives from Clark Schaefer Hackett will be presenting the audit findings to the Trustees during the January 26, 2022 board meeting.
- In terms of the financial statements, cash has increased since this same time last year.
- The debt has decreased.
- Net income is down, but it is anticipated to go back up.
- The forecast is projecting a positive of \$758,000.
- The SB6 ratio without GATB is at 4.3 which is very positive.
- The Center for Workforce Development and Education has a net income of \$21,000.

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

TRUSTEE OPEN FORUM:

ACCT

- Trustee Mehaffie congratulated Trustee Milligan on winning the 2021 Central Region ACCT Trustee Leadership Award.
- Mr. Spradlin reminded Trustees that that ACCT NLS will take place in February and encouraged the members of the Board to attend if they are able and felt comfortable. Dr. Larson and Heather Lanham will be attending.

OACC

- Trustee Dubbs had no new news to report to the Board concerning the Ohio Association of Community Colleges.

Trustee Comments

- Trustee Gutmann recommended that, for future Board meetings, some agenda items be cut short so that more attention can be given to others, such as the annual audit and the Board's self-evaluation results.

Celebrations

- Chair Baird Ganley thanked Acting President Chris Spradlin for filling in for Dr. Larson during her absence, stating that he did an excellent job. The other trustees concurred.
- Chair Baird Ganley also celebrated Dr. Larson for the good work that she was doing with our legislators in Columbus.

OTHER BUSINESS: Ms. Heather Lanham thanked that Trustees that will be attending the multi-campus lighting event on November 23<sup>rd</sup>, noting that logistical information will be forthcoming.

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