

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, April 27, 2022.

CALL TO ORDER: Chair James C. Oda called the April 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, Gary V. Heitmeyer, Darryl D. Mehaffie, Thomas P. Milligan and James C. Oda

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

INTRODUCTIONS: Chad A. Beanblossom, Jill Bobb, Dr. Amanda Bylczynski, Dr. Jessica A. Chambers, Amy K. Crow, Macy E. Guillozet, Dr. Richard A. Hanes, Dr. Paul Heintz, Harold K. Hitchcock, Bruce Jamison, James E. Lehmkuhl, Bruce McKenzie, Kara A. Myers, Dr. Andrew Runyan, Christopher D. Spradlin, all ESCC administrators; Carolyn Jackson, Blake Madden, ESCC employees; Brian Leingang, ESCC Faculty; Dr. Doreen M. Larson, President; Heather M. Lanham, Secretary to the Board of Trustees; Haily Tyson, Serrena Shepherd, Sarah Beck and Teresa Donnan, all ESCC Students; Don Walters, guest.

Executive Vice President and Provost, Chris Spradlin, introduced employee Carolyn Jackson, the new Project Specialist for Health Sciences, and Blake Madden, the new Institutional Data Analyst.

SPECIAL RECOGNITIONS: Dr. Larson presented Chef Don Walters with a framed copy of RESOLUTION FY 2022-01 - Awarding of Honorary Associate Degree from Edison State Community College to Mr. Don Walters. The Board of Trustees passed this resolution during the January 2022 board meeting. Mr. Walters will receive his honorary degree during the 47th Edison State commencement ceremony on May 13, 2022.

Mr. Spradlin recognized full-time English faculty member Brian Leingang for completing his term as Chair of the Academic Assessment Committee. Mr. Leingang had served as Chair since 2011.

Mr. Spradlin also recognized the student essay winners of the Black History Month Student Essay Contest. The students wrote a 500 word essay giving examples of individuals who had overcome obstacles in order to create their own American dream. Mr. Spradlin congratulated the students and the members of the board applauded.

TRUSTEE RESPONSIBILITIES: Trustee Milligan read the College's mission statement. Chair Oda asked the trustees to review the commitments of the board.

Chair Oda 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 Oda presented the following consent agenda item for approval:

- A. Approval of February 23, 2022 Board Meeting Minutes
- B. BOARD ACTION FY 2022 042722 – Approval of Full-Time Faculty Promotion Recommendation AY 2022-23

- C. BOARD ACTION FY 2022 042722 - Approval of Tuition Increase for Fall 2022 FY 2023
- D. BOARD ACTION FY 2022 042722 - Approval of Textbook Auto-Adoption Policy
- E. BOARD ACTION FY 2022 042722 - Approval of Policy 3358-5-10 - Veterans' Services

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

On roll call vote with Trustees Dubbs, Mehaffie, Baird Ganley, Baker-Baumann, Fortkamp, Gutmann, Heitmeyer, Milligan 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 and updates on the College's response to the COVID-19 pandemic.

Dr. Larson also recognized the three Edison State faculty members receiving faculty promotions: Dr. Tom Martinez, Dr. Brian Murphy and Mr. Brad Lentz.

COURSE COSTING REPORT:

Executive Vice President and Provost, Chris Spradlin, gave the Trustees a report on the financial analysis of academic courses and programs. Mr. Spradlin gave an overview of the course costing model, as well as the program viability report.

ACADEMIC SENATE REPORT:

Mr. William Loudermilk, Chair of the Academic Senate, gave the Board members the following updates on current Senate initiatives:

- The most recent Academic Senate meeting was held on April 4, 2022. A total of 46 faculty and staff members were in attendance.
- The approval of the textbook adoption policy was discussed.
- The Senate approved language concerning Title IV that will be included in all syllabi.
- The Senate elected the president and chair elect for next year. Mr. Loudermilk was reelected as Senate president.
- The faculty committee chairs were also elected. These individuals will serve two or three year terms on their committees.

MONITORING REPORT:

Dr. Amanda Bylczyński, Assistant Dean for Accreditation and Academic Effectiveness, provided the Trustees ahead of time with a written report on Core Theme II, Helping Students Learn. Dr. Bylczyński was available for questions.

TRUSTEE COMMITTEE REPORTS:

Finance/Audit Committee Report and Treasurer Updates:

Committee Chair Milligan reported:

- The total net position is in a positive place compared to the same time last year.
- The modified GASB report is strong.
- Trustee Milligan deferred to CFO Lehmkuhl for the update on the financial statements.

CFO Lehmkuhl reported:

- Statement of Net Position
 - Cash and cash equivalents have increased since this time last year.
 - Accounts and pledges receivable have decreased since this time last year.

- Restricted investments have decreased since this time last year.
- Accrued liabilities have increased since this time last year.
- Long term debt has decreased since this time last year.
- Statement of Changes in Net Assets
 - Net income is down by \$720,546 when compared to last year like now.
 - Both revenues and expenses are up when compared to last year.
 - Our projected forecast is positive - \$606,867.
- Statement of Cash Flows
 - Our cash since the start of the fiscal year has increased by \$1,275,736.
- Forecast Changes
 - We went from a projected net income of \$669,365 last month to a projected net income of \$606,867 when comparing the forecast from Feb 2022 to March 2022.
 - Increase in Student tuition and fees of \$183,750 due to actual year to date revenues being higher than annual expectations.
 - Increase in federal grants and contracts revenue of \$123,806 due to the HEERF funding that we are receiving.
 - Increase institutional support expense of \$193,520 due to the additional cost of the tuition waivers and various HEERF expenses.2
- SB 6 Ratio – with GASB 68 & 75
 - Based on current projections – 6.
- SB 6 Ratio – without GASB 68 & 75
 - Based on current projections: 4.1.
- Center For Workforce Development and Education Financial Report.
 - Net income for the year of \$10,405.
- YTD Comparison
 - This is a new statement prepared in response to a request from Chair Oda.
 - This statement lists a comparison of year-to-date financial results for the current fiscal year to the prior fiscal year.
 - Significant items:
 - Increase in student tuition and fees of \$894,242 when comparing March of 2022 to March of 2021. This is accounted for in the forecast.

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

TRUSTEE OPEN FORUM:

ACCT

- Trustee Mehaffie reminded the Board that the 2022 ACCT Annual Leadership Congress will be held October 26th – 29th in New York City.
- Trustee Mehaffie has served as the ACCT Coordinator for the state of Ohio for the past fifteen years, but is now ready to step down. He is still in the process of finding another Trustee to take over this position.
- Dr. Larson reminded the Trustees that the ACCT New Trustees conference will take place in Washington DC in August. She encouraged all Trustees to attend.

OACC

- Trustee Dubbs reported that the Ohio Association of Community College Annual

Meeting will be held in person in Mansfield, Ohio on June 2nd. Details will follow.
Celebrations

- Trustee Milligan thanked the members of the board for their congratulations for him earning his doctoral degree.

EXECUTIVE
SESSION:

Chair Oda asked for a motion for the board to go into executive session for the purpose of discussing personnel matters.

Trustee Dubbs moved, seconded by Trustee Gutmann, to go into executive session in compliance with the Ohio Revised Code. On roll call vote with all Trustees voting aye, the chair declared the motion carried.

Chair Oda adjourned to an executive session at 3:27 PM for the purposes stated.

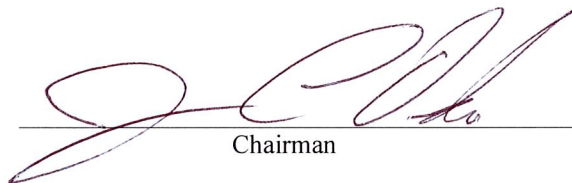
PUBLIC SESSION:

Chair Oda resumed the public session at 4:32 PM.

ADJOURNMENT:

With no further business to come before the board, Chair Oda declared the meeting adjourned at 4:33 PM.

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


Chairman


Board Secretary