

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, February 28, 2024.

CALL TO ORDER: Chair Tyeis L. Baker-Baumann, called the February meeting of the Board of Trustees to order at 2:01 PM.

ROLL CALL: Present: Tamara Baird Ganley, Tyeis L. Baker-Baumann, Philip E. Dubbs, Elizabeth S. Gutmann, Gary V. Heitmeyer, Thomas P. Milligan, and James C. Oda

Absent: Douglas L. Fortkamp, Darryl D. Mehaffie

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

INTRODUCTIONS: Rachel Carlisle, Macy Guillozet, Dr. Richard Hanes, Harold Hitchcock, James E. Lehmkuhl, Kara A. Myers, Rajesh Menon, Bruce McKenzie, Dr. Melissa A. Wertz, all ESCC administrators; William Loudermilk, ESCC faculty; Christopher D. Spradlin, President; Heather M. Lanham, Secretary to the Board of Trustees

TRUSTEE RESPONSIBILITIES: Trustee Baird Ganley read the College's mission statement. Chair Baker-Baumann asked the trustees to review the commitments of the board.

Chair Baker-Baumann 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.

PRESIDENT'S REPORT: President Spradlin updated the Trustees on enrollment numbers and campus initiatives, new hires, as well upcoming campus events.

President Spradlin noted with humorous relieve that the day's date was February 28th, which was one day after February 27th, which was the final day for the HLC reviewers visit to campus. The reviews are now complete. President Spradlin thanked each employee and faculty member for their hard work related to the review process, and thanked the Trustees for participating as well. He related that the reviewers made the comment that it was evident to them that Edison State puts students first. He anticipates receiving the report from HLC in two to three weeks.

President Spradlin called attention to Edison State Sociology Professor Kevin Coghlan for recently earning his PhD. The Trustees congratulated Professor Coghlan.

President Spradlin thanked Trustee Milligan and his wife Mardie Milligan for attending the ACCT National Legislative Summit (NLS) earlier in February with himself and Heather Lanham.

TRUSTEE COMMITTEE REPORTS:

Finance/Audit Committee Report:

Committee Chair Milligan Reported:

- He and CFO Lehmkuhl met to discuss the most recent financial statements.
- Trustee Milligan stated he is pleased to report that the trend is currently very good, particularly considering the challenges of the past year. The turnaround has been remarkable, and it's a testament to having systems in place to halt potential problems before they even arrive.
- Budget numbers are aligned with, if not better than, what was projected.

- The College continues to be able to provide excellent service.

Treasurer Updates

CFO Lehmkuhl reported:

- Statement of Net Position
 - Accounts and pledges receivable are up \$431,828 when comparing January 2024 to January 2023. This is due to an increase in are federal awards receivable account which will be drawn down in February.
- Statement of Changes in Net Assets
 - Net income is up by \$1,807,500 when compared to last year like now.
 - Revenues are up by \$455,703 and expenses are down by \$1,351,797 when compared to last year.
 - Our projected forecast is \$513,167.
- Statement of Cash Flows
 - Our cash since the start of the fiscal year has increased by \$1,153,973. This is a trend that we like to see.
- Forecast Changes
 - We did go from a projected net income of \$379,700 to a projected net income of \$513,167 as of January.
 - This change is attributable to the following adjustments to our forecast:
 - Our overall projected revenue has increased by \$808,817 due to the following adjustments:
 - Federal grants and contracts – We have increased our forecast of federal grants and contracts revenue by \$40,500 due to actual revenues being higher than expectations.
 - State and local grants and contracts – We have increased our forecast of state and local grants and contracts revenue by \$878,557. This increase is due to actual revenues being higher than expectations as well as the Super RAPIDS funding that the College is receiving that will be used to fund the startup of the Respiratory Care Program.
 - State Appropriations – We have decreased our projection of state appropriations revenue by \$82,948. This decrease is to match the SSI true up figures that we received in January.
 - Investment income – We have increased our forecast for investment income by \$23,009. Our investments are continuing to outperform our initial projections.
 - Capital appropriation – We have decreased our capital appropriation number by \$50,301 to match the spending that we are seeing with our various projects.
 - Our overall projected expenses have increased by \$675,350 due to the following adjustments:
 - Instruction - We have increased our projected instruction expense by \$722,836. This increase is due to the additional expenses that we will have due to the startup costs of the respiratory care program. Now that we have received the Super RAPIDS funding, we are able to add the funding to the departmental accounts and proceed with the project.

- Public service – We have increased our forecast for public service expenses by \$81,000 due to actual expenses exceeding expectations.
 - Student Services – We have increased our forecast for student services by \$34,012 due to actual expenses exceeding expectations.
 - Institutional support – We have decreased our projection for institutional support expenses due to actual expenses being less than expectations.
 - Student aid – We have decreased our projection for student aid by \$44,948 due to actual expenses being less than expectations.
- SB 6 Ratio – with GASB 68 & 75
 - Based on current projections: .6
 - SB 6 Ratio – without GASB 68 & 75
 - Based on current projections: 3.3.
 - Center For Workforce Development and Education Financial Report.
 - We are showing a small loss for our Center for Workforce and Development of (\$29,752).
 - YTD Comparison
 - Decrease in Student tuition and fees of \$194,095 when comparing January of 2024 to January of 2023. This decrease is due to the CCP bad debt write-off that we did after we received our January CCP payment (\$211,000). In the prior years, we have made this adjustment at the end of the year when we are preparing for the auditors, we decided to start making this adjustment twice a year since it is becoming more significant each year due to the increasing difference between our standard tuition rate \$181.62 versus the CCP ceiling rate of \$166.56.
 - Increase in our Federal Grants and Contracts (line 2) of \$1,656,847 when comparing January of 2024 to January of 2023. This increase is attributable to additional Pell awards and a timing difference in our Pell lock-in date (this year the Pell lock-in date fell at the end of January; last year it was in the first part of February). This increase carries down to the increase noted in line 7.
 - Increase in state appropriations of \$580,455 when comparing January of 2024 to January of 2023. This is due to our increase in SSI location.
 - Increase in Instruction costs when comparing January 2024 to January 2023. This increase is due to increases in wages and overload costs. Our efficiency measures for overload practices did not start until spring semester so the results of those efforts will start flowing through the financial statements as we proceed through spring.
 - Decrease in institutional support expense of \$1,649,422 when comparing January of 2024 to January of 2023. The decrease is due to budget reductions.
 - Decrease in student aid of \$241,700 when comparing January of 2024 to January of 2023. This decrease is due to decreases in grants received and awarded to students.

With no further discussion, Chair Baker-Baumann declared that the budget reports be filed for Audit.

MONITORING
REPORTS:

Core Theme I: Valuing People/Planning Continuous Improvement

- Dr. Melissa Wertz, Provost, on behalf of Ms. Kim Zornes, Dean of Accreditation and Academic Effectiveness, cited areas of Campus directly related to continuous improvement, including:
 - The Phlebotomy Program.
 - The accreditation of the Respiratory Care Program.
 - The recent updates to the IT Helpdesk.
 - Ongoing campus initiatives to promote energy savings.

Strategic Plan Update

- Dr. Rick Hanes, Vice President of Advancement, Strategic Planning, & Partnerships, gave the following updates on the strategic plan process:
 - Dr. Hanes gave an update on the timeline for the current strategic plan initiatives.
 - Dr. Hanes also explained the process for tracking the progress of projects.
 - Dr. Hanes relayed that each project is now keeping “artifacts,” or evidence, of what it is that will be accomplished.

APPROVAL OF
CONSENT
AGENDA:

Chair Baker-Baumann presented the following consent agenda item for approval:

- A. Approval of January 24, 2024 Board Meeting Minutes
- B. BOARD ACTION FY 2024 022824 - Approval of Student Fee Changes For Fall 2024
- C. BOARD ACTION FY 2024 022824 - Approval of New and Revised Policies:
- D. Policy 3358-3-27 Employee Additional Compensation
- E. Policy 3358-6-06 Use of College Credit Card
- F. Policy 3358-6-07 Signatory
- G. Policy 3358-6-10 Grants & Awards Compliance
- H. Policy 3358-6-02 Capital Expenditures (revised)

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

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

TRUSTEE OPEN
FORUM:

50th Anniversary Updates

- Trustee Oda reported that the 50th Anniversary Committee has a nice, diverse program prepared for the upcoming Blue & Gold Gala, which will highlight staff, faculty, and alumni, and will showcase Edison State’s past, present, and future.
- The Gala will take place on Saturday, May 11, 2024.

ACCT

- Trustee Milligan reported that he, along with President Spradlin, Heather Lanham, and his wife Mardi Milligan attended the ACCT NLS in Washington D.C. on February 4th – 7th.
- Trustee Milligan participated in the coordinator’s meeting while at the conference.
- The Edison State attendees visited with local legislators while in D.C., including Representative Mike Carey, Representative Warren Davidson, and staff members from Senator J.D. Vance’s office.
- Trustee Milligan relayed that throughout the Summit there was an emphasis on Artificial Intelligence (AI) related to higher education. He stated that, from a

- Trustee's perspective, Edison State should focus on policies regarding A.I.
- Trustee Milligan also stated that there appears to be broad support for short-term Pell credentialing.
 - In speaking with colleagues from across the country, Edison State seems to be against the falling enrollment trend.

OACC

- Trustee Dubbs informed the Board that the Executive Committee of the Ohio Association of Community Colleges has made the decision to terminate the employment of current OACC President Jack Hershey.
- Tom Walsh has been appointed Interim President.
- The next regular board meeting for trustees will take place sometime in June.

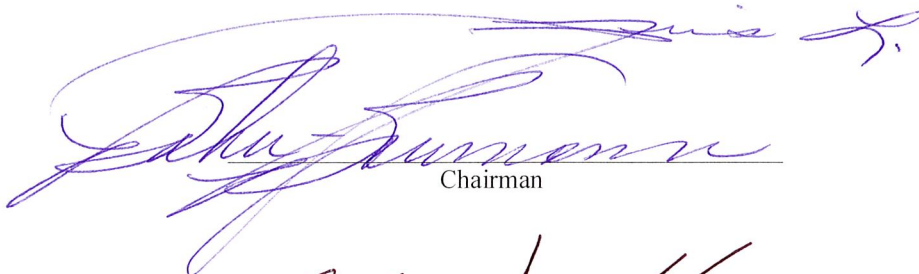
Trustee Comments

- Trustee Milligan thanked everyone for their hard work the past several months in preparation for the HLC visits.
- Trustee Gutmann stated that the Trustees were fortunate to have Trustee Milligan present at the Board's HLC interview, due to that fact that this is the third time he has experienced a visit such as this. She and the other Trustees were happy to acknowledge his contributions.
- Trustee Baird Ganley stated that she and the rest of the Board will miss the presences of longtime Trustee and past Board Chair, Darryl Mehaffie, who has always been an important part of Edison State. The rest of the Trustees concurred. Due to health issues, Trustee Mehaffie has made the difficult decision to resign from the Board of Trustees.

OTHER BUSINESS: Chair Baker-Baumann asked that her fellow Trustees let her know as to which Board committees they would like to be a part of going forward. She also informed them that Ms. Heather Lanham would be calling together a meeting of the Board's Executive Committee soon.

ADJOURNMENT: With no further business to come before the board, Chair Baker-Baumann declared the meeting adjourned at 3:22 PM.

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



Chairman



Board Secretary

