



## BOARD OF TRUSTEES MEETING

Tuesday, December 8, 2015

6:00 p.m.

University Career Center JL 193

Regular Meeting

- **Call to Order** Chairman Johnson
- **Roll Call** Mrs. Cunningham
- **Ben Mitchell – Oath of Office** Chairman Johnson
- **Approve Minutes from November 19, 2015** Chairman Johnson
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Davis
  - Program Review Updates
  - Resolution to Approve New Academic Programs
  - Spring Semester Enrollment Projections
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
- **Facilities Committee Report** Trustee Budzik/Ms. Hagerott
  - Basic Renovation/Deferred Maintenance Pre-Qualification List – Motion Required
  - Campus-wide Sidewalks and Exterior Lighting Renovation – Motion Required
  - College-wide Integrated Security Solution – Motion Required
- **Executive Committee** Chairman Johnson
- **Personnel Committee Report** Trustee Stone/Ms. Dioguardi
  - OPBA Contract
  - PBU MOA
  - Contingent Employees Health Plan
- **Foundation Report** Ms. Lavy
- **President's Report** Dr. Young
- **Chairman's Report** Chairman Johnson
- **New Business** Chairman Johnson
- **Adjournment** Chairman Johnson
  - **Event Schedule:** 5:00 pm – 6:00 pm – Committee Meetings  
6:00 pm – 7:00 pm – Board Meeting  
Ethics training for Board Members following regular meeting. (This meets the annual state requirement for trustees)

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**December 8, 2015**

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The regular Meeting of the Hocking College Board of Trustees was held Tuesday, December 8, 2015, in the University Center JL 193, on the Hocking College Main Campus, Nelsonville, Ohio.

Administrators attending: Dr. Betty Young, President; Dr. Myriah Davis, Vice President of Academic and Student Affairs; Ms. Gina Fetty, Vice President/Chief Financial Officer; Dr. Jacqueline Hagerott, Vice President/Chief Operating Officer/Associate Chief Financial Officer; and Ms. Nicolette Dioguardi, Vice President, Chief Human Resource and Compliance Officer/General Counsel; Patricia Lavy, Vice President of Advancement, Marketing, and Community Relations; Bonnie Allen-Smith, Dean of the School of Health and Safety; and Kimberly Mullen, Dean of the School of Natural Resources

Additional attendees: Staff, Bargaining Units Representatives, and media.

**CALL TO ORDER**

Chairman Johnson called the meeting to order at 6:00 P.M.

**ROLL CALL**

Sheree Cunningham, Board Secretary, called the roll:

Board members present: Trustees Mike Brooks, Mike Budzik, Paula Tucker, Chairman Johnson.

Board members absent: Trustees Jeanie Addington, Andrew Stone, and Keith Taulbee.

Members present constitute quorum: Yes

**OATH OF OFFICE**

Chairman Johnson introduced Mr. Ben Mitchell as the new Governor's appointee to the Hocking College Board of Trustees. Mr. Mitchell has previously served as a Board of Trustees member for Urbana University, is a resident of Perry County, and currently work for AkzoNobel Coatings, Inc.

Chairman Johnson asked Mr. Mitchell to stand and recite the oath of office. Mr. Mitchell's term will expire on December 30, 2018.

**APPROVAL OF MINUTES**

Chairman Johnson asked if there were any changes to the minutes from the November 19, 2015 Special Meeting. There being none, Trustee Budzik moved,



seconded by Trustee Brooks, that the minutes be approved as written. The motion was passed unanimously.

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT**

Trustee Tucker asked that Dr. Davis to present the report requesting approvals to go forward with new academic programs in Criminal Justice and Natural Resources (see attached). Trustee Tucker read the following resolution:

#### **Hocking College**

#### **RESOLUTION 2016-10**

**WHEREAS**, in accordance with Chapter 3345, 3354, and 3357, of the Ohio Revised Code, the Hocking College Board of Trustees is the governing body for Hocking Technical College with authority to authorize the President to manage the day to day operations of the College, and

**WHEREAS**, The Hocking College Board of Trustees is authorized to approve all new degree programs proposed by the Administration.

**NOW THEREFORE BE IT RESOLVED** that the Hocking College Board of Trustees has reviewed the proposed new degree programs in Criminal Justice with areas of concentration in Law Enforcement and Corrections/Probation and Natural Resources with areas of concentration in Landscape, Woodcraft, Urban Forestry, Agro-Ecology, Water ~~Waste~~/Wastewater Management; Vet Assistant/Grooming submitted by the Office of Academic Affairs and the Hocking College President.

**BE IT FURTHER RESOLVED**, that the Hocking College Board of Trustees, hereby approves and accepts the proposed new degree programs in Criminal Justice with areas of concentration in Law Enforcement and Corrections/Probation and Natural Resources with areas of concentration in Landscape, Woodcraft, Urban Forestry, Agro-Ecology, Water ~~Waste~~/Wastewater Management; Vet Assistant/Grooming (see attached)

Discussion: Dean Mullen had a correction to the above resolution. "Waste" should read "Water."

A motion was made by Trustee Tucker to approve the above resolution, was seconded by Trustee Budzik and unanimously approved.

Dr. Davis continued with the Academic and Student Affairs committee report. She reported that they will be submitting at the February 2016 meeting a "Low Enrollment Analysis Report" which the Board will need to approve/disapprove.

Dr. Davis indicated that they are continuing to work through the Program Reviews. Recommendations have been made for two programs: Social Services and Landscape Management. The next steps will be the Academic Dean, Vice President of Academic and Student Affairs and then to the President's Office. A final recommendation will be a couple of months away.

Lastly, Dr. Davis reported on the Spring Semester Enrollment Projections. She commented that currently we are up 25% for new student enrollment, but are down 14% with students returning. She reported they are working on new initiatives.

### **BUDGET COMMITTEE REPORT**

Trustee Brooks reported that he had met with auditors today prior to the Finance Committee meeting. New Trustee Mitchell was invited to participate in the Finance Committee meeting. Trustee Budzik then asked Ms. Fetty to give the College's budget report. Ms. Fetty presented the October 2015 report. She stated that last year they were given the task to bring the College budget out of a deficit. Ms. Fetty stated that the College's positive net change is trending approximately 1.6 million higher than last year.

### **FACILITIES COMMITTEE REPORT**

#### **Basic Renovation/Deferred Maintenance Pre-Qualifications List**

Trustee Budzik asked Jacqueline Hagerott, Vice President of Operations to present the Facilities Committee Report. Jacqueline presented the first item of discussion regarding "Basic Renovation/Deferred Maintenance Pre-Qualifications List" to the Board (see attached). Trustee Budzik moved to recommend the following motion:

#### **MOTION TO APPROVE**

Approve Feinknopf Macioce Schappa Architects (FMS Architects) and Prime AE Group, Inc., for the Basic Renovation/Deferred Maintenance Pre-Qualification List.

The motion was seconded by Trustee Brooks and unanimously approved.

#### **Campus-wide Sidewalks and Exterior Lighting Renovation**

Ms. Hagerott next presented for discussion the "Campus-wide Sidewalks and Exterior Lighting Renovation" project (see attached). Trustee Budzik commented that in order to try to be on the front end of the construction year this project may necessitate consideration in March. Trustee Budzik moved to recommend the following motion:



### **MOTION TO APPROVE**

Award the contract for the Campus-wide Sidewalks and Exterior Lighting Renovation project to BDTAid, Inc.

The motion was seconded by Trustee Brooks and unanimously approved.

### **College-Wide Integrated Security Solution**

Lastly, Ms. Hagerott presented for discussion the "College-Wide Integrated Security Solution (see attached). Trustee Budzik moved to recommend the following motion:

### **MOTION TO APPROVE**

Award the contract for the College-Wide Integrated Security Solution project to Feinknopf Macioce Schappa Architects

The motion was seconded by Trustee Mitchell and unanimously approved.

### **EXECUTIVE SESSION**

Chairman Johnson requested a motion to adjourn into Executive Session:

- In pursuant to Ohio Revised Code 121.22 (G) (3) to discuss a pending or imminent court action; and
- In pursuant to Ohio Revised Code 121.22 (G) (4) to prepare for and conduct a collective bargaining strategy.

Executive Session.

On a roll call vote:

Voting Yes: Trustee Brooks, Trustee Budzik, Trustee Mitchell, Trustee Tucker, and Chairman Johnson.

Voting No: None.

The Board adjourned to Executive Session at 6:25 P.M. Additional attendees included Dr. Young, Dr. Hagerott and Dr. Davis.

### **RETURN TO REGULAR SESSION**

Chairman Johnson announced the return to regular session at 6:55 P.M.

## **PERSONNEL COMMITTEE REPORT**

### **Full-time Police Officers' and Police Sergeants Agreement between Hocking Technical College and the Ohio Patrolmen's Benevolent Association**

Chairman Johnson asked Ms. Nicolette Dioguardi to present the Personnel Committee Report. She stated that the first item of business is the "Full-time Police Officers' and Police Sergeants" Agreement between Hocking Technical College and the Ohio Patrolmen's Benevolent Association" (see attached). Trustee Budzik moved to recommend the following motion:

#### **MOTION TO APPROVE**

Accept the terms of the FULL-TIME POLICE OFFICERS' AND POLICE SERGEANTS' AGREEMENT between HOCKING TECHNICAL COLLEGE and OHIO PATROLMEN'S BENEVOLENT ASSOCIATION effective JULY 1, 2015 through DECEMBER 31, 2017 including the following:

1. Posting of Bargaining Unit Positions and Promotions  
Add specifications as to when candidates from the outside may be considered for a position.
2. Holidays  
Treat four (4) hours of Christmas Eve and two (2) hours of New Year's Eve as holidays and pay accordingly.
3. Wages
  - a. Provide a 2.5% increase in base pay for July 1 – December 31, 2015; 2.5% increase in base pay for 2016 and 2.5% increase in base pay for 2017.
  - b. Increase the starting regular hourly wage from \$15.00 to \$15.45 (3%) for police officers over the term of the contract.
  - c. Increase the starting regular hourly wage from \$18.75 to \$19.31 (3%) for sergeants over the term of the contract.
  - d. Shift differential for employees working a minimum of four (4) hours from 3 – 7 pm shall be increased from \$.25 to \$.50 per hour.
  - e. Educational differential shall be \$.43 per hour for employees who have, as of the hire date, or subsequently obtain an associate's degree or higher.
4. Insurance  
Bargaining unit employees shall opt-in to the High Deductible Health Plan with an Accompanying Health Savings Account for the 2016 and 2017 Plan Years.
5. Contract Duration  
The contract duration shall be July 1, 2015 – December 31 – 2017.

The motion was seconded by Trustee Mitchell and unanimously approved.



## **Professional Bargaining Unit – Health Savings Account/High Deductible Health Plan**

Ms. Dioguardi next presented an MOU from the Professional Bargaining Unit regarding the Health Savings Account/High Deductible Health Plan (see attached). Trustee Brooks moved to recommend the following motion:

To authorize the President, Dr. Betty Young, to enter into a Memorandum of Agreement with the Professional Bargaining Unit in accordance with the vote held by the Professional Bargaining Unit to choose the Health Savings Account / High Deductible Health Plan (HSA/HDHP) effective January 1, 2016.

The motion was seconded by Trustee Budzik and unanimously approved.

## **Contingent Employees Health Plan**

Lastly, Ms. Dioguardi presented information on the "Contingent Employees Health Insurance" (see attached). Trustee Tucker moved to recommend the following motion:

To authorize the President, Dr. Betty Young, to enter into an agreement with SCOIC to provide single insurance coverage for eligible contingent employees effective January 1, 2016. The cost to the employee will be 9.5% of their gross wages. Additional cost for family coverage for contingent employees will be paid 100% by the employee.

The motion was seconded by Trustee Mitchell and unanimously approved.

## **FOUNDATION REPORT**

Patty Lavy introduced herself to the Board. Ms. Lavy is the Vice President of Advancement, Marketing and Community Relations. She explained her role and the role of her department touching on topics such as: The Appalachian Outdoor Adventure, Hiring Staff and speaking with the Deans on Program Study and Strategic Marketing.

## **PRESIDENT'S REPORT**

Dr. Young reported on the following:

- Umbrella – Gift for Employees. Dr. Young commented that there is a lot to be grateful here at Hocking College and to show her appreciation for the employees, she will be presenting to the employee a Hocking College umbrella. She stated that this is just her way of saying thank you to the employees.
- Billy Bass – is a new Christmas Lawn Ornament that was purchased for Natural Resources. She commented that the students seemed to enjoy

him. The goal is to buy something every year to decorate the College during the Holidays.

- The Nurse Pass rate was 97.14 % from July 2015 to present. Dr. Young stated that she is proud of the Dean, the faculty and the students on their success.
- Jump Start Class – Dr. Young commented that this is a new eight (8) week class for adults interested in going to college and is was free to students. She stated that it is similar to corner stone, but there is more advising. Out of this program 100% of these students have enrolled for Spring Semester. She indicated that they are going to offer another one around March. The program gives the student a “feel” for college life and encourages them to pursue a degree.
- Giving Tree – The Tree will be up from December 7 through January 22. The money, or other items such as gas cards, will go into an Emergency Fund for students with emergencies.
- Facebook – Dr. Young commented that the School of Natural Resources has a Facebook page. Students have reported discovering warm bear scat. There has been discussion about bears repopulating in Ohio.
- Guns on Campus – Dr. Young wanted to give the Board a “heads up” that in February she may be asking the Board to make a decision for guns on campus. The new legislation is HB 48. The way the current bill is written colleges/universities will make the decision on allowing or not allowing guns on campus. Dr. Young commented that once the bill is passed, there will need to be more discussion.
- Title IX Seminar – Dr. Young stated that she asked Mike DeWine’s office to bring the Title IX Seminar to our campus. There were over 60 individuals registered and on our campus.
- Capital Budget is progressing slowly. There will be continued discussions at the State level to make funding more equitable to our region of the State.
- Low Enrollment Report – Student Performance Report – Dr. Young stated that they would be receiving more guidance on this topic and should have more to report at the February meeting. There is talk about collaborating with other colleges for those programs who have low student enrollment. She commented that we do a lot of hands on, so it may be a little more difficult to offer classes at multiple locations in collaboration with other colleges. The Board will receive a low enrollment program report in February.
- Student Success Learning Institute – 16 Ohio colleges were accepted including Hocking College.
- Alice Training - January 4 to 8 the College will be having Alice training, which entails when an active shooter is on campus and how employees should respond. She commented that they will have the same training in March for the students.
- Globalization In Higher Education – Dr. Young explained the program and stated that we received our first agreement in tourism from the



College of Zhejiang. This is a culinary program. The goal is that within a year or so we will have students from China. They are also interested in us sending a faculty to them to teach a semester.

- Dr. Young ended by saying "Thank You" to everyone for a great year.

#### **CHAIRMAN'S REPORT**

Chairman Johnson wanted to thank Dr. Young and her team for the tours of the College. Trustee Brooks hosted the Director of Appalachian and other notables. This group toured Hospitality, then Adventure Tourism, the Interpreted History Session at Robbins Crossing, the Tiny House as part of the construction technology, and ended with Equine. The people who attended were really amazed. He commented we will continue to strive to do outreach to our partners. He encouraged the board members to participate in these meetings. Chairman Johnson stated this goes a long way to show people the great work that Hocking College is doing. He applauded the individuals who were part of this and would like to request that this continue.

Partner global leadership initiative – Chairman Johnson stated that they did a cultural exchange and that Columbus has a Sister City in China. They had students from Ohio and China participating in this program. He commented that it would be great for Hocking College to expand those relationships.

#### **NEW BUSINESS**

- None

#### **ADJOURNMENT**

There being no further business to conduct, a motion was made to adjourn by Trustee Brooks and seconded by Trustee Budzik. The Board adjourned at 7:40 P.M.



Tom Johnson, Chairman



Sheree Cunningham, Board Secretary