

**HOCKING COLLEGE
BOARD OF TRUSTEES MEETING**

**Tuesday, November 27, 2012
6:00 P.M.
Inn at Hocking College
Regular Meeting**

- **Call to Order** Chairman Troxel
- **Roll Call** Ms. McDonald
- **Approval of Minutes** Chairman Troxel
 - October 23, 2012 Regular Meeting
- **Executive Session** Chairman Troxel
- **Academic and Student Affairs Committee Report** Trustee Tucker/Dr. Bridges
- **Budget Committee Report** Trustee Brooks/Ms. Fetty
- **Facilities Committee Report** Trustee Budzik/Dr. Short
- **Personnel Committee Report** Trustee Taulbee/Mr. Sanders
- **Foundation Report** Ms. Villavicencio
- **President's Report** Dr. Erickson
- **Chairman's Report** Chairman Troxel
- **Old Business** Chairman Troxel
- **New Business** Chairman Troxel
 - Date of Next Meeting: January 22, 2013 at the Inn @ HC
 - *NOTE: there will not be a December Regular Meeting*
- **Adjournment** Chairman Troxel

*Board Action Required

November 27, 2012

The Regular Meeting of the Hocking College Board of Trustees was held Tuesday, November 27, 2012, at the Inn at Hocking College, Nelsonville, Ohio.

Administrators attending: Dr. Bonnie Allen-Smith, Interim Dean of Health; Laura Alloway, Director of Marketing and Public Relations; Dr. Carl Bridges, Vice President of Academic and Student Affairs/Provost; Ben Dalton, CIO; Dr. Ron Erickson, President; Gina Fetty, Vice President of Fiscal Services/Treasurer; Neil Hinton, Dean of Engineering Technologies; Tammy Keith, Interim Dean of Nursing; and Kensey Love, Director of Institutional Research.

Additional attendees: Mike McPhillips and Jeff Greenly, Attorneys, Ohio Office of the Attorney General; staff, and media.

CALL TO ORDER

Chairman Troxel called the meeting to order at 6:01 pm.

ROLL CALL

Jestinah McDonald, Board Secretary, called the roll:

Board members present: Mike Brooks, Gary Edwards, Larry Rentschler, Andrew Stone, Keith Taulbee, Robert Troxel, and Paula Tucker.

Board members absent: Mike Budzik and Darlene Wells.

Members present constitute quorum: Yes

APPROVAL OF MINUTES

Chairman Troxel asked if there were any additions or corrections to the minutes from the October 23, 2012 Regular Meeting. There being none, Trustee Taulbee moved, seconded by Trustee Brooks, to approve the minutes as presented. Motion approved unanimously.

RECOGNITION OF NANCY VANDEMAN

Chairman Troxel thanked Nancy Vandeman for her service as board secretary for the past three years and presented her with a plaque of appreciation.

EXECUTIVE SESSION

Trustee Taulbee moved, seconded by Trustee Brooks, to move into executive session in order to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

On a roll call vote:

Voting Yes: Trustee Brooks, Trustee Edwards, Trustee Rentschler, Trustee Stone, Trustee Taulbee, Trustee Troxel, and Trustee Tucker.

Voting No: None

In addition to the Board of Trustees, Dr. Bridges, Dr. Erickson, Ms. Fetty, Attorney Greenly, Mrs. Love, Attorney McPhillips, and Libby Villavicencio (not in attendance), were invited to attend the session.

The Board adjourned to Executive session at 6:06 pm.

REGULAR SESSION

Chairman Troxel announced the return to the Regular Session at 6:41 pm.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

Trustee Tucker invited Dr. Bridges to present the report. Dr. Bridges presented information on several items:

- Program Review Process (Addendum 1): Dr. Bridges stated that the college's goal is to have 20 programs reviewed by the end of this academic year. He acknowledged the work of Dr. Allen-Smith on pulling together the review process and noted that she is still leading this effort in addition to her other duties as Interim Dean of Health. Dr. Bridges commented that he felt we had a good plan in place thanks to her efforts and those of Joe Wakeman, Associate Provost. The college is on track now for regular program reviews and this is a necessary part of moving forward. He pointed out that the addendum includes a schedule of how we plan to move forward with this process.
- Summary of University Center (Addendum 2): Dr. Bridges stated that he doesn't like the name "University Center" because it is not illustrative of what really happens in this unit. The office supports continuing education for students who are moving on to four-year universities and partnerships that we have with those schools. With the semester transition, we have some issues to work out and the college is still working on those.

Specifically with Ohio University, college staff met recently with a liaison group that ended with plans to build a stronger relationship, increase the time the OU liaison is on Hocking campus from 1 day per week to 1 ½ to 2 days, and plans for a campaign to better publicize the Hocking-OU relationship. One hope is that

Hocking deans will work with OU deans and program chairs as we rebuild the connection. We are looking at the student affairs relationships as well and tapping into OU graduate students for internships in areas of need for Hocking.

- Internal College Committee Structure. Dr. Bridges reported that the all-staff survey of employee committee interest and participation has closed. Seventy-three people responded. In the survey, employees were asked to rank which committees they would prefer to serve on. Staff will be going through the responses and determining committees. The goal is to have initial committee meetings in January. Dr. Bridges will provide some guidelines for meetings and feels that the initial meeting of each committee should be to discuss the goals and mission of the committee and to determine the committee's meeting schedule. Dr. Bridges will also build a system for reporting the efforts of each committee.

Dr. Bridges reported that the college has been working closely with Ed Map (a locally-run online textbook and educational material supplier). Plans are in place to move forward with a pilot for the summer 2013 semester for Transfer Module. Ed Map is setting up to offer a different way to provide support materials and books to our students. Costs of textbooks are extremely high and students are suffering so the college is looking for a way to alleviate that. Ed Map can help us streamline our process, automate, and significantly reduce costs. Early estimates show our students could see up to a 60% difference in costs. A Hocking team will be visiting Ed Map to better understand their process. Dr. Bridges stated that no other two-year schools are currently working with Ed Map but they have had success with several four-year universities in the state. If books were a built-in cost for tuition, the college could distribute funds more carefully and help students better manage their funding. It is also nice for students to see the total cost of attendance upfront.

Dr. Bridges noted that he wants to talk specifically to Trustee Brooks regarding how to include costs of books and materials in with tuition. This has not historically been done in Ohio, but Dr. Bridges wants to propose a discussion with key people to pilot a test for moving toward tuition that includes books. Dr. Bridges is going to introduce this idea at an upcoming Chief Academic Officers state meeting to get a feel for reception.

Dr. Bridges also explained that with Ed Map as a single source for materials, they have partnerships with several publishers and they've already done legwork of pricing and relationship with publishers so they pass on benefits and cost savings to us. The college's current bookstore will continue to be a store for shirts and such, and we could still use it as a distribution center.

Trustee Taulbee stressed that if materials were included in the tuition cost, we must be careful so it does not appear as a tuition increase. The books/material portion would be identified as part of course fees and not tuition. Students will

have the opportunity to opt-out of receiving individual books/materials if they already have them or don't need them for some reason.

BUDGET COMMITTEE REPORT

Trustee Brooks invited Ms. Fetty to present the report. Ms. Fetty stated that we are now seeing the establishment of new benchmarks for analysis under the semester calendar. Ms. Fetty offered to sit down with individual trustees, especially those new to the board, to go through the reports in detail if that was needed. She reported that our annual financial audit is in process and a final report on that is due by December 31. However, she expects to have an analysis of their efforts before the final report is issued.

FACILITIES COMMITTEE

No report.

PERSONNEL COMMITTEE REPORT

No report.

FOUNDATION REPORT

Dr. Erickson invited Mrs. McDonald to present a report on the latest activities of the Hocking College Foundation. She reported that the foundation currently has 100 percent of college cabinet members donating, half of the Board of Trustees, half of the Foundation board of directors, and 33 employees (through payroll deduction). There were three small donations recently in amounts of \$100 to \$200 each.

Mrs. McDonald reminded the board that the Foundation was hosting a retiree's breakfast on Wednesday morning and that the Trustees were invited to attend.

PRESIDENT'S REPORT

Dr. Erickson gave his appreciation and gratitude to Giles Lee and the student government group who participated in an expedition to Staten Island, New York and helped with Hurricane Sandy relief efforts. A story outlining their trip appeared recently on the front page of the Athens Messenger.

Dr. Erickson commended Trustees for their participation in the recent Complete College Ohio Conference. Hocking had the largest Trustee delegation in attendance. Dr. Erickson stated that he will be looking closely at the report issued from that conference to see how the benchmarks in it can be worked in with the College's strategic plans already being put together.

Dr. Erickson extended an invitation to the Trustees to the upcoming campus-wide Holiday Open House that is planned for Wednesday, December 12, 5-8 pm at Rhapsody Restaurant.

Dr. Erickson will be attending a meeting of college presidents and Governor Kasich at the Statehouse this Friday to unveil the new state share of instruction (SSI) formula. He

reported that in the formula, the two-year college sector will be based 50% on enrollment, 25% of completion of success points, and 25% on course completion. A strong emphasis is being placed on completion of coursework and degrees. This will be a temporary formula and may be changed later. Early data shows that Hocking will not be affected significantly but it is too early yet to tell. There is a stop loss measure in place so that the bottom does not fall out of state funding altogether.

CHAIRMAN'S REPORT

Trustee Troxel stated that the college has gone through an extremely difficult autumn term with an enrollment decrease that resulted in a revenue decrease. Unfortunately, this decrease impacted individuals and the Trustees truly do feel for them. However, he encouraged the College and its employees to look to the New Year and spring term in a positive light and hopefully move forward. He extended wishes for safe and Happy Holidays from the Board to everyone.

OLD BUSINESS

None.

NEW BUSINESS

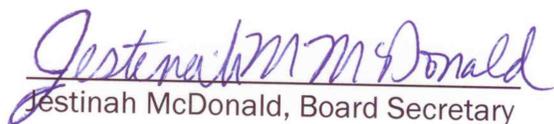
The next regular board meeting is scheduled for January 22, 2013 at the Inn at Hocking College. There will not be a regular meeting in December.

ADJOURNMENT

There being no further business, Trustee Taulbee moved, seconded by Trustee Edwards that the meeting be adjourned at 7:10 pm.



Robert Troxel, Chairman



Jestinah McDonald, Board Secretary