

# MINUTES

## COTC BOARD OF TRUSTEES

September 20, 2022

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

**Present from Fiduciary Board:** Mr. Andy Crawford, Mr. Bruce Hawkins, Mr. Robert Montagnese, Mr. J. Park Shai, Ms. Cheryl Snyder, Ms. Marion Sutton, Mr. Paul Thompson, and Ms. Rhoda Warnock

**Absent:** Mr. Gordy Yance

### CALL TO ORDER

Chairman Mr. Rob Montagnese called the meeting to order at 8:30 a.m. and informed the board that notice of this meeting has been given in conformity with Section 121.22 of the Ohio Revised Code.

### APPROVAL OF MINUTES FROM THE AUGUST BOARD MEETING

Mr. Hawkins made a motion to approve the minutes of the August 16 board meeting. Ms. Snyder seconded the motion. Motion passed.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees approves the minutes from the August 16 board meeting.

### ACCEPTANCE OF GIFTS

Mr. Thompson made a motion to accept the gifts with appreciation. Ms. Sutton seconded the motion. Motion passed.

**BE IT RESOLVED:** The Central Ohio Technical College Board of Trustees accepts, with thanks, the following gifts as presented:

#### Gifts – August

The Judy Ratliff Stansbury Scholarship	\$ 2,000.00
The Radiologic Science Technology Alumni and Friends Scholarship	370.00
The Robert B. and Joan Robinson Scholarship	200.00
The Elizabeth Barnhart Award for Nursing Excellence	200.00
The John and Mary Alford Center for Science & Technology	155.18
The COTC and Ohio State Newark Veteran's Emergency Fund	100.00
The Founders Hall Renovation Fund	100.00
The Faculty & Staff Premier Scholarship	66.84
The COTC Student Emergency Fund	30.00
The Next Generation Challenge Scholarship	5.00

## CERTIFICATE OF PAYMENT VOUCHERS

Mr. Crawford made a motion to acknowledge and approve the following vouchers. Mr. Hawkins seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees acknowledges and approves the following vouchers. This approval is considered “Then and Now” certificates per O.R.C. section 3357.10 and 5705.41(d).

<b>Vendor</b>	<b>Vouchers#</b>	<b>Invoice Date</b>	<b>Amount</b>	<b>Description</b>
E.E. Ward Moving and Storage	V0216928	8/9/22	\$4,500	Relocation Services – IT Equipment

**COMMITTEE REPORTS** – no reports

## OLD BUSINESS

Brian Boehmer gave an update on the Founder’s Hall renovation which will eventually be renamed the Louella Hodges Reese Hall. Schematic design numbers came in much higher than anticipated. Design team explored many cost saving strategies to help bring costs down. The latest floor plan designs and next steps timeline were shared.

Kim Manno – we are hosting Mrs. Reese at a celebratory luncheon tomorrow and look forward to having most of our board members in attendance. We plan to share some virtual fly-through renderings of our campus during the luncheon.

## NEW BUSINESS

### **Board Rules: Academics – 3357:3-2-04 Textbook Adoption (new policy)**

Dr. Heiser explained the need for this new policy. In 2012 the federal government enacted policies directed at higher education. Last year a state law went into place for boards to consider ways to make this information more readily available to students and give them an opportunity to shop around.

Mr. Hawkins made a motion to approve the textbook auto adoption policy as presented. Ms. Warnock seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees approves the textbook auto adoption policy as noted below:

*In accordance with HB 110 Section 733.20, if textbooks and/or course materials are not selected by the first day of class registration, the faculty member is deemed to have selected identical materials (i.e. same title and edition) from the prior semester offering of the course. Digital materials provided by the publisher are subject to change after the date of adoption. In those cases, the bookstore and program faculty will work to ensure students are aware of any changes (new edition, changes to chapters/materials, etc.) at the soonest date possible upon notification from the publisher.*

### **Low Enrollment Duplicate Program Report**

Dr. Heiser explained that our programs are reviewed on an annual basis. We must evaluate and report to our boards and the findings are then submitted to The Chancellors office at the Ohio Department of Higher Education. Dr. Heiser shared our findings after reviewing our low enrolled and duplication programs. Dr. Heiser touched on some of the duplicate programs we have been offering, some have been eliminated or reorganized and some with no change. There will be others that we potentially change the form of delivery. Low enrolled courses are 5 or less students. All were reviewed to identify any students that need these courses to graduate. The remaining low enrolled courses will remain under review.

Ms. Sutton made a motion to accept and adopt the recommendation of COTC Administration regarding low-enrolled and duplicate programs at COTC. Mr. Thompson seconded the motion. Motion passed.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees hereby accepts and adopts the recommendation of COTC Administration regarding low-enrolled and duplicate programs.

### **PRESIDENTS REPORT**

Dr. Berry thanked Ms. Sutton and Ms. Warnock for attending the Coshocton Chamber Annual Awards dinner with other college personnel last Friday. The Coshocton community recognized Senator Jay Hottinger at this event.

Fall semester has gone well. We are still dealing with COVID issues and the ever-changing workforce population. Because we struggle with finding qualified parttime faculty, Drs. Berry and Johnson are team teaching a diversity class in Coshocton this semester. Enrollment is about 2% down from last year. We understand that we can't continue to cycle down and are keeping a close eye on our enrollment numbers.

Intel groundbreaking event was held on Friday, September 9. We were invited to ask a COTC student to speak from the podium and she introduced the Intel CEO.

We continue to be committed to student success. Students are very engaged, and the faculty training center should be open by mid-October. Dr. James Jarc has been tasked to run this center.

### **OTHER BUSINESS**

Mr. Montagnese recognized that today is Mr. Shai's last official meeting and read information about his time on our board. *Park joined our board in October 2019 and has served as a member on the Board Development Committee for the last two years. Park and his wife, Holly have recently established "The Holly Griesse Shai and J. Park Shai III Scholarship" which will be an unrestricted endowed scholarship that will benefit COTC students with demonstrated financial need. It will be a wonderful blessing for under-resourced students who want to pursue their dream of obtaining their college degree and quickly entering an in-demand career field. We are grateful that Park and Holly chose to make this generous investment in the lives of our students.*

Mr. Shai stated he will continue to support COTC and he has appreciated his time on the board. He has learned so much about COTC and has been impressed with the administration and all the work the college is doing for our students.

Dr. Mark Law, a longtime Ophthalmologist with LMH will join us next month replacing Mr. Yance whose term ends this month. The Board Development Team will meet to discuss who the next board member might be to replace Mr. Shai.

Meeting adjourned at 9:32 am.

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Rob Montagnese  
*Chairman*

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Paul Thompson  
*Vice Chairman*

#### MISSION STATEMENT

*To meet the technical education and training needs of students and employers in the area.*