

MINUTES

COTC BOARD OF TRUSTEES

May 16, 2023

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

Present from Fiduciary Board: Mr. Andy Crawford, Mr. Andrew Guancia, Mr. Bruce Hawkins, Dr. Mark Law, Mr. Robert Montagnese, Ms. Cheryl Snyder, Ms. Marion Sutton, Mr. Paul Thompson, and Ms. Rhoda Warnock

CALL TO ORDER

Chairman 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 APRIL BOARD MEETING

Mr. Thompson made a motion to approve the minutes of the April 18 board meeting. Dr. Law seconded the motion. Motion passed.

BE IT RESOLVED: The Central Ohio Technical College Board of Trustees approves the minutes from the April 18 board meeting.

ACCEPTANCE OF GIFTS

Ms. Snyder made a motion to accept the gifts with appreciation. Mr. Crawford 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 – April

The Radiologic Science Technology Alumni and Friends Scholarship	\$ 300.00
The Elizabeth Barnhart Award for Nursing Excellence	200.00
The John and Mary Alford Center for Science and Technology	144.72
The COTC Alumni Scholarship	100.00
The Faculty and Staff Premier Scholarship	61.60
The COTC Emergency Fund	20.00
The COTC Student Emergency Fund	10.00
The Next Generation Challenge Scholarship	10.00

CERTIFICATE OF PAYMENT VOUCHERS

Mr. Crawford made a motion to approve the voucher as presented and Ms. Sutton seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees acknowledge and approve the following voucher. This approval is considered “Then and Now” certificate per O.R.C. section 3357.10 and 5705.41(d).

Vendor	Voucher #	Invoice Date	Amount	Description
Xtreme Air LLC	V00222689	4/17/23	\$6,833.44	Emergency Repairs for HVAC at Knox Campus

COMMITTEE REPORTS – Audit Finance

Mr. Thompson and Dr. David Brillhart offered the following comments:

COTC Financial Statements for the period ended March 31, 2023

- As a reminder, our FY23 budget included a transfer from reserves of \$1.7m. This represents our first year of budgeting with a deficit utilizing our \$6 million dollar reserve (enrollment stabilization fund).
- Our enrollment for the year reflects a further decline from budgeted levels by about 12% in fte. This would result in about \$1.2m additional tuition loss.
- Due to the additional enrollment decline, the college took some mid-year personnel actions eliminating several vacant staff and faculty positions. These actions combined with conservative spending and the transfer in of \$1.7m should allow the college to stay on budget for the year.

FY24 Budget Update

- FY24 is the first year of the state operating biennium. Accordingly, the state budget is in development. The initial budget from the Governor was very positive for two year colleges but the House version was much more tempered. Due to the importance of the state budget to both our SSI levels and our ability to set tuition, we are waiting to the June Board meeting to bring a budget for FY24.

Mr. Thompson made a motion the board has reviewed and approve the financial report for the period ended March 31, 2023. Dr. Law seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees has reviewed and approves the financial report for the period ended March 31, 2023.

OLD BUSINESS – No Old Business

NEW BUSINESS

Annual Approval of Graduates – A list of graduates between June 2022 – May 2023 were provided.

Ms. Sutton made a motion to approve the list of graduates and Mr. Thompson seconded the motion. Motion passed.

WHEREAS: the Central Ohio Technical College Board of Trustees has authority for the issuance of degrees and certificates; and

WHEREAS: the faculty shall transmit for approval by the Board the names of students, who have completed degree and certificate requirements,

NOW THEREFORE

BE IT RESOLVED: that the degrees and certificates conferred this year to those persons who have completed the requirements for their respective degrees and certificates and are recommended by the college and that the names of those persons awarded degrees and certificates be included in the minutes of this meeting.

Higher Learning Commission Assurance Argument

Dr. Jackie Parrill announced that we have completed our work on the Year-4 Assurance Argument Review and explained the importance of institutional accreditation. Dr. Berry thanked Dr. Parrill for her expertise and for taking the lead on this project.

Mr. Hawkins made a motion to accept the Assurance Argument for submission to the HLC in support of our Year 4 Assurance Review. Ms. Sutton seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees accepts the Assurance Argument for submission to the HLC in support of our Year 4 Assurance Review.

Marketing Activities – Dr. Sanath Kumar, Director of Marketing and Public Relations provided an update on marketing activities this year. (PowerPoint included in the minutes)

PRESIDENT’S REPORT Dr. Berry provided updates on the following activities:

- Scholarship & Student Leadership Awards Dinner – April 19th *Thanks to all who attended*
- The first Diversity, Equity and Inclusion Retreat was held on April 21st – Brianna?
- Participated in the annual BB/BS of Licking and Perry County “Bowl for Kids” event – April 22nd
- 2023 Ohio CEO Summit – “Ohio’s Emerging and Transforming Industries” – April 27th

- Thank you to Rob Montagnese and LMH for allowing our Annual President’s Cabinet Retreat to be held at LMH – April 28th
- “Soft” grand opening of our Teaching and Learning Center space – May 2nd Plans for a larger opening in the fall to include some of our community partners/donors
- *Health Resource Center student project discussion – May 4 with Ben Broyles, Dr. MacDonald and myself*
- Dr. Ferenchak and I hosted Ohio Dominican President, Connie Gallaher and Provost, Shonna Riedlinger for a lunch meeting on May 5th
- Several pinning ceremonies this month and Commencement – May 5 – Thank you to all who participated
- Plan to attend the 1st Annual Licking County Infrastructure luncheon hosted by GROW Licking County later today. I was informed this is a sold-out event.
- Looking forward to the Governor’s Awards for the Arts luncheon tomorrow in Columbus where Mrs. Reese will be recognized for her contributions.

Kim Manno, Director of Advancement offered an update on the fundraising progress for the renovation of Hopewell Hall reporting that we have less than \$1 million to raise.

OTHER BUSINESS

July Board mtg. – Rob asked if the board wished to continue the practice of not meeting during the month of July. Mr. Crawford made a motion to not hold the July 18 meeting as previously scheduled. Ms. Sutton seconded the motion. Motion passed.

BE IT RESOLVED: the Central Ohio Technical College Board of Trustees agrees to cancel the meeting on July 18 as originally scheduled.

Meeting adjourned at 9:33 am.

Rob Montagnese
Chair

Paul Thompson
Vice Chair

MISSION STATEMENT

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