

# MINUTES

## COTC BOARD OF TRUSTEES

May 21, 2024

8:30 a.m.

J. Gilbert Reese Center Executive Boardroom

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

Excused: Ms. Rhoda Warnock

### CALL TO ORDER

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

### APPROVAL OF MINUTES FROM THE APRIL BOARD MEETING

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

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

### ACCEPTANCE OF GIFTS

Mr. Crawford made a motion to accept the gifts with appreciation. Dr. Law 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

Blue Line Superhero Run – Sponsor and registration	\$ 3,530.00
The Jennifer M. Dixon Memorial Fund	2,628.00
The John and Mary Alford Center for Science and Technology	383.50
The COTC Emergency Fund	110.00
The Judy Ratliff Stansbury Scholarship	100.00
The Clarissa Ann Howard Memorial Scholarship	50.00
The COTC & Ohio State Newark Veterans Emergency Fund	50.00
The Faculty & Staff Premier Scholarship	46.00
The Radiologic Science Technology Alumni & Friends Scholarship	40.00
The COTC Diversity Scholarship	20.00

Gift in Kind: 160 – copies of “You” books to share with graduating students

Value: \$ 1,600.00

## COMMITTEE REPORTS

Audit Finance – Mr. Crawford convened an audit finance committee meeting this month which included significant discussion about the Coshocton campus. Productive conversations have taken place with possible partnerships and collaborations to maintain a visible presence in the community.

David Brillhart shared a copy of the FY25 budget previously and went over the budget in detail. Thanks to Academic Affairs and the Gateway for their efforts in growing enrollment. We are recommending a 2.4% increase in tuition. Compensation guidance from OSU (which COTC usually follows) is 3.5%. Our recommendation today is to go with a 3.5% increase. David gave an update on the stabilization fund and discussed plans for the four-year plan.

Discussion followed regarding needs on the Pataskala campus. We have asked for \$5 million from the state for capital projects and expansion of our healthcare program.

Mr. Hawkins made a motion to approve the FY25 operating budget as presented. Ms. Heckman seconded the motion. Motion carried.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees approves the FY25 operating budget as presented.

**OLD BUSINESS** - None

## NEW BUSINESS

Annual approval of graduates – President Berry asked the board's approval of the graduates who were awarded a degree and/or certificate between June 2023 – May 2024.

Mr. Hawkins made a motion to approve the list of graduates who have completed their respective degrees and certificates requirements between June 2023 – May 2024 and their names be included in the minutes. Ms. Sutton seconded the motion. Motion carried.

Board recognition: Dr. William L. MacDonald

Mr. Montagnese recognized the longstanding relationship between OSUN and COTC, specifically with Dr. Bill MacDonald. Mr. Montagnese read a resolution which was presented to him, and Dr. MacDonald made comments of appreciation.

Ms. Snyder made a motion to recognize Dr. MacDonald's incredible 20-year tenure as the dean and director of Ohio State Newark, the 60-seat classroom in Louella Hodges Reese Hall will be named in his honor. Ms. Sutton seconded the motion. Motion carried.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees, with esteemed admiration and grateful regard, recognizes and celebrates the leadership and dedication of Dr. William L. MacDonald. In recognition of his incredible 20-year tenure as the dean and director of Ohio State Newark, the 60-seat classroom in Louella Hodges Reese Hall will be named in his honor.

#### Faculty Emeritus

Dr. Berry acknowledged the combined 82 years of service by faculty members Sandy Siegrist and Scott Wilson. Resolutions were read for each faculty member. President Berry asked the board to award each the Faculty Emeritus status.

Mr. Montagnese called for a motion to award Sandy Siegrist the Faculty Emeritus status. Mr. Hawkins made a motion to award Sandy the Faculty Emeritus status. Mr. Crawford seconded the motion. Motion carried.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees is hereby resolved by authority of the same, to acknowledge Professor Sandy Siegrist for her 38 years of unselfish, loyal, and dedicated service to our students and this institution and award her the Faculty Emeritus status.

Mr. Montagnese called for a motion to award Scott Wilson the Faculty Emeritus status. Ms. Heckman made a motion to award Scott the Faculty Emeritus status. Mr. Guancia seconded the motion. Motion carried.

**BE IT RESOLVED:** the Central Ohio Technical College board of trustees is hereby resolved by authority of the same, to acknowledge Professor Scott Wilson for his 44 years of unselfish, loyal, and dedicated service to our students and this institution and award him the Faculty Emeritus status.

As the longest serving COTC faculty member, President Berry announced the naming of a classroom in Hodges Hall in Scott Wilson's honor.

#### Completion Plan – Dr. Ferenchak

The plan provided looks at enrollment, retention, and completion. Dr. Ferenchak provided highlights of the plan provided in the board packet as we continue building on these three goals. We feel confident in this plan.

There was a discussion about College Credit Plus and how we can assist students with the programs of study and their goals and plan semester by semester. The Gateway department has really developed a plan to address high school students.

Mr. Montagnese called for a motion to approve the 2024-2026 Completion Plan as presented. Dr. Law made a motion to approve. Ms. Heckman seconded the motion. Motion carried.

#### Memorandum of Understanding – Dr. Ferenchak

DMS Lab Coordinator Load Hours --- This is a request for compensation that is not covered under the faculty contract currently in place. With the increase in the sonography program, there are more students in the labs which results in additional work for the lab coordinator.

Mr. Montagnese called for a motion to approve the MOU for the DMS Lab Coordinator Load Hours as presented. Ms. Sutton made a motion to approve. Ms. Snyder seconded the motion. Motion carried.

### Board Development Committee – Ms. Sutton

Ms. Sutton reminded the board of our new process for appointing trustees. We will have one opening on our board after Ms. Snyder steps down in September after 20 years of service to the college. The Board Development Committee will meet following today's meeting to discuss candidates to fill this open slot. Ms. Sutton explained the next steps we will need to follow before this goes before the Trustee Selection Committee. A spreadsheet of potential board members was shared with the full board. All board members are encouraged to share names of prospective board members for consideration with the BDC.

### **PRESIDENT'S REPORT**

- Enrollment – Summer enrollment is up by 108% to growth goal and 114% to budget goal. (Nearly 20% from last year).
- Kiwanis of Mount Vernon 62<sup>nd</sup> Annual Scholastic Recognition Program – May 7<sup>th</sup>
- OACC – currently conducting a search for the President of OACC.
  - OACC Trustees – Sally and Andrew
  - OACC Governors meeting – Bruce Hawkins
- Spring Commencement – May 3<sup>rd</sup> - Thanks to all who could participate.
- Nursing Pinning – May 2<sup>nd</sup> – Elizabeth Barnhart Award for Nursing Excellence to Brooklyn Pennington. Dr. Berry explained the story behind this award which was established by her family.
- Blue Line Superhero Run – May 11<sup>th</sup>
- Louella Hodges Reese Hall – move-in has begun. Huge thanks to Brian Boehmer on his leadership throughout this process.
- 2024 Ohio CEO Summit – May 14<sup>th</sup> “Supply Chain: The DNA of Resilient Networks” Industry-wide discussions.
- Pataskala Chamber meeting – later today (speaker – Illuminate USA) working on solar power. Out students had an opportunity to visit and tour their facilities.

### **OTHER BUSINESS**

July Board Meeting – Mr. Montagnese called for a motion to cancel the July 16<sup>th</sup> meeting as originally scheduled. Mr. Hawkins made a motion. Ms. Snyder seconded the motion. Motion carried.

Rob thanked the campus for making space available for a variety of businesses and community partners.

FEMA was here for a week to help process claims for the tornados in the area. They plan to be back later this summer.

Our next meeting will be on Tuesday, June 18 at 8:30 am.

The meeting was adjourned at 9:31 am.

---

Rob Montagnese  
*Chair*

#### MISSION STATEMENT

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