

OWENS COMMUNITY COLLEGE
SPECIAL MEETING (WORKING RETREAT) OF THE BOARD OF TRUSTEES
OCTOBER 9, 2013 ~ MINUTES

A working retreat of the Board of Trustees was held at the Arrowhead Park Learning Center, 1724 Indian Wood Circle, Maumee, Ohio.

Call to Order – Chair Rich Rowe called the meeting to order at 8:15 a.m. and directed that the record show that the meeting was held in accordance with the Ohio Revised Code, Chapter 3358 and the policies of the Board of Trustees.

Roll Call – Roll call was taken, and the following members were present: Ronald McMaster, Edwin Nagle, Rich Rowe, William Takacs and Thomas Uhler; Diana Talmage arrived just after the roll call (6).

Comments by the Board Chair – Chair Rowe welcomed and introduced Dr. Marcia Sloan Latta of Latta Strategies in Bowling Green who provides guidance for leadership development, board governance and fund raising; and Mr. George Potter of Jackson, Michigan, who is an experienced trustee having served for 44 years on the Jackson Community College Board of Trustees. Chair Rowe stated that the purpose of the working retreat is for professional development on governance, especially on the trustee's role of support for the institution and the president; and for reports from the Vice President, Enrollment Management and Student Services, Vice President/Provost and Vice President/Treasurer.

President Bower commented on the status of the search process for the position of Executive Director, College Development, and of progress for an educational opportunity with Bowling Green State University.

Trustees Professional Development – Dr. Latta facilitated discussion on best practices of high performing boards with Mr. Potter providing his trustee experience. She also presented on trustee support and role in college advancement.

Afternoon Session - Following a recess for lunch, Chair Rowe called the meeting to order. He adjusted the agenda by noting that the Constitution and Bylaws Review will be rescheduled for a half-day retreat in November or December.

Report of the Vice President, Enrollment Management and Student Services, and Research Associate, Enrollment and Retention, to the Board of Trustees – Dr. Betsy Johnson reviewed enrollment by student category for Summer and Fall 2013. She commented on the role and impact on student retention of the Student Services areas of athletics, advising, disability services, financial aid and Oserve. She reviewed the strategic enrollment management perspective and the interaction that takes place from when a student is admitted to the College to beyond, when a student completes and is an alumni of the College. Planning for fiscal year 2015 includes analyzing enrollment, strengths and opportunities, and developing goals and action steps. Student Services and faculty are utilizing tools such as early alert, student retention predictors and communication to reach out to students throughout the

semester. She shared a packet of information including the new view book and a listing of 2013-2014 college fairs. Dr. Anne Fulkerson demonstrated the dashboard tools on the Intranet under Institutional Effectiveness.

Report of the Vice President/Provost to the Board of Trustees – Dr. Renay Scott provided an overview of key performance indicators as related to components of the new performance funding model, including improving rates in course completion, graduation, degree completion and transfer.

Report of the Vice President/Treasurer to the Board of Trustees – Laurie Sabin provided a progress report of the rollout of the college-wide three-year business plan, which will be utilized for the development of the fiscal year 2015 College budget. She presented the progress of the State's performance funding and success model and the relationship to Owens Community College.

Statements and Comments by Members of the Board of Trustees – Chair Rowe thanked President Bower and the presenters for their reports.

Adjournment – As there was no further business to come before the Board of Trustees, Chair Rowe declared the meeting adjourned.