OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 4, 2018 ~ MINUTES

A meeting of the Board of Trustees was held in the Board Room, Administration Hall, on the Owens Community College Toledo-area Campus.

Call to Order – Chair Diana Talmage called the meeting to order at 12:33 p.m., and directed the record to show the meeting was held in accordance with the Ohio Revised Code and the policies of the Board of Trustees.

Roll Call – Roll call was taken, and the following members were present: Mary Beth Hammond, Srinivas Hejeebu, Jason Johnson, Deborah Knight, Edwin Nagle, Rich Rowe, and Diana Talmage. (7). Ronald McMaster arrived after the roll call. (8).

Approval of the Minutes of the Board of Trustees – The minutes of the August 7, 2018 regular meeting were provided to the Board of Trustees, and the chair declared the minutes approved as written.

President's Report – President Steve Robinson provided his activity report for August. He announced the keynote speaker for the Commencement Ceremony, December 14, 2018, which he presented the audio invitation that was sent to the Director, Toledo Museum of Art, and he recognized the creativity of Jennifer Fehnrich, Executive Director, Owens Foundation, and Amy Giordano, Vice President, Enrollment Management and Student Services. He commented on the College's partnerships with the Toledo Lucas County Public Library, Hancock County Public Library and the Wood County District Public Library, and the strategic planning sessions to be held in the branch locations. He closed his report by noting he has been selected to serve on the board of directors for the Raise the Bar Hancock County; selected as a site visitor for the Aspen Prize for Community College Excellence; and, selected as treasurer on the executive committee of the Ohio Association of Community Colleges. President Robinson also presented the dates to remember and the purchases/expenditures exhibit. Mr. Nagle commented on the integration with Rossford High School, which President Robinson and Ms. Giordano commented positively for the students, faculty, staff and parents of Rossford.

Academic Affairs Report – Denise Smith, Provost/Vice President of Academic Affairs, commented on the Welding Design Center/Program that was recently accredited as an American Welding Society Test Facility, and she recognized Tony Duris, Instructor, Welding, and Mary Beth McCreery, Project Manager, Ohio TechNet. Ms. Smith also shared a presentation of eight student interns who applied their skills and completed internships through the School of Business, Information and Public Services and the School of Liberal Arts; the employers included: Town Center of Levis Commons, ProMedica Foundation, Kroger, Circle Logistics, Crazy Cow Graphics, IMIJ Sound, Fruchtman Marketing, Owens Concert Band. In closing, she highlighted the Workforce Community Services Truck Driving program that was featured in Tyro Times, The RIDGE Project, for meeting a regional need. To date, the placement rate is 100 percent for 158 students who have completed with commercial driver licenses.

Student Services Report – Amy Giordano, Vice President of Enrollment Management and Student Services, announced the launch date of the Start Here Scholarship, September 28, to be celebrated with educational and media partners. She shared the results of the campus climate survey and training completed by 840 students, as part of the Ohio Department of Higher Education Changing Campus Culture initiative for awareness and prevention of sexual violence. The College has issued the survey for two years and will continue to educate students and the community. Ms. Giordano commented on the recommendation for the recognition of September as National Suicide Prevention Awareness Month. She commented on the Counseling Services department, staffed with two full-time licensed professional counselors, and she announced the Pinwheels for Prevention display, during the week of September 10 at the Toledo Campus, and the week of September 17 at the Findlay Campus, to represent the 1,100 college students who complete suicide every year. She recognized Adrian Baney, Director, Counseling Services, and Jared Meade, Manager, Public and Media Relations, for planning the educational events throughout September. Dr. Hejeebu commented on the campus climate survey/training being mandatory for students, which Ms. Giordano confirmed the mandatory status and the efforts to increase student participation.

EXECUTIVE SESSION

Chair Talmage announced an executive session for the discussion of pending or imminent litigation, and collective bargaining. Ms. Knight made a motion to adjourn to executive session as specified. Mr. Nagle seconded the motion, and the Chair called for a roll call vote. Roll Call: Mary Beth Hammond, yea; Srinivas Hejeebu, yea; Jason Johnson, yea; Deborah Knight, yea; Ronald McMaster, yea; Edwin Nagle, yea; Rich Rowe, yea; and, Diana Talmage, yea (8).

Upon return from executive session, roll call was taken and the following members were present: Mary Beth Hammond, Srinivas Hejeebu, Jason Johnson, Deborah Knight, Ronald McMaster, Edwin Nagle, Rich Rowe, and Diana Talmage (8).

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Employment of Personnel:

RESOLUTIONS 2018-09-04-01 & 11

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following person(s), be approved by the Board of Trustees:

NAME:	Stephen Davis
ADDRESS:	Wayne, OH
EDUCATION:	Associate of Applied Science, with a major in Automotive Technology, from Owens Community College
EXPERIENCE:	Twenty years of automotive service excellence (ASE) automotive experience
ASSIGNMENT:	Lab Technician, Transportation Technologies

NAME:	Robert Thomas
ADDRESS:	Sylvania, OH
EDUCATION:	Bachelor of Science, with a major in Radio-Television, from Ohio University
EXPERIENCE:	Nineteen years of TV studio production experience and two years of teaching experience
ASSIGNMENT:	Instructor, Broadcast Technology

NAME:	Paul Weaver
ADDRESS:	Pandora, OH
EDUCATION:	Master of Science, with a major in Library Science, from the University of Kentucky; Bachelor of Arts, with a major in Communications, from Malone College
EXPERIENCE:	Eighteen years of library experience
ASSIGNMENT:	Librarian, Serials

NAME:	David Gears
ADDRESS:	Toledo, OH
EDUCATION:	Graduate of Waite High School
EXPERIENCE:	Seventeen years of custodial experience
ASSIGNMENT:	Custodian (Second Shift)

RESOLUTIONS 2018-09-04-02 & 12

BE IT HEREBY RESOLVED that the recommendation of the President to revise the assignment on the basis indicated below, be approved by the Board of Trustees:

NAME	ASSIGNMENT
David Wahr	Director, Business Operations
Erica Parish	Dean, Accreditation and Academic Support

Mr. Rowe made a motion to approve the employment recommendations, which was seconded by Dr. McMaster. Following a voice vote, the motion was adopted.

Individual Personnel Action ~ Owens Faculty Association:

RESOLUTION 2018-09-04-13

BE IT HEREBY RESOLVED that the recommendation of the President to award tenure and the initial tenure contract(s) commencing on the first day of the academic year 2018-2019 to the member(s) of the faculty, in accordance with the Memorandum of Understanding between the College and the Owens Faculty Association signed on March 16, 2016 (Resolution 2016-04-05-10), be approved by the Board of Trustees.

NAME	RANK	CONTRACT LENGTH	SPECIAL TERMS
Sarah Long	Assistant Professor	2018-2021	173 Days

Dr. Hejeebu made a motion to approve the recommendation, which was seconded by Mr. Nagle. Following a voice vote, the motion was adopted.

Report of Monthly Budget Transfers for Board Approval:

RESOLUTION 2018-09-04-03

BE IT HEREBY RESOLVED that the report of monthly budget transfers, in accordance with the 3358:11-1-12 Financial Standards Policy, be approved by the Board of Trustees.

Dr. McMaster made a motion to approve the report, which was seconded by Dr. Hejeebu. Following a voice vote, the motion was adopted.

Report of Purchase Requisitions, Orders, Expenditures Requiring Board Approval:

RESOLUTION 2018-09-04-04

BE IT HEREBY RESOLVED that the report(s) of purchase requisitions, orders, or expenditures, $50,000 or more, in accordance with the 3358:11-1-12 Financial Standards Policy, be approved by the Board of Trustees.

Ms. Hammond made a motion to approve the report, which was seconded by Mr. Rowe. Following a voice vote, the motion was adopted.

Recognition of National Suicide Prevention Awareness Month:

RESOLUTION 2018-09-04-05

WHEREAS, every year there are 1,100 college students in the United States who commit suicide; it is the second-leading cause of death for college students, and September is designated as National Suicide Prevention Awareness Month; and,

WHEREAS, suicide prevention begins with being aware of the risk factors and signs of a person who is in distress such as academic stress and pressure to succeed, expressions of anxiety, depression, insomnia, or the lack of coping skills, social/support network or necessary resources; and,

WHEREAS, Owens Community College President Steve Robinson recommends proactive measures can help save a life, and he encourages, *"Our campus community to have open and honest conversations about the warning signs and risks posed by this health crisis*;" and,

WHEREAS, the State of Ohio has brought attention and awareness to this public health issue, and Owens Community College has committed resources toward counseling services for students to access, including:

- Full-time Counselor and Director, LPC and LPCC-S credentialed
- Confidential counseling and resources
- Guidelines for responding to persons in distress
- Classroom presentations
- Wellness Wednesdays 2018-2019 to address a variety of mental health matters including suicide awareness

NOW, THEREFORE, BE IT HEREBY RESOLVED in recognition of National Suicide Prevention Month, the Board of Trustees affirms the institution's responsibility to increase awareness and student access to counseling, crisis support, education, prevention and connection with community resources.

Sources: American Association of Suicidology; Helpguide.org; Ohio Attorney General's Office

Dr. Hejeebu made a motion to approve the recommendation, which was seconded by Mr. Johnson. Following a voice vote, the motion was adopted.

Recognition by the Board of Trustees:
- Deborah T. Knight

RESOLUTION 2018-09-04-06

WHEREAS, Deborah T. Knight has been a member of the Owens Community College Board of Trustees since April 19, 2017; and

WHEREAS, Ms. Knight has faithfully carried out her fiduciary responsibilities in accordance with the Ohio Revised Code; she joined the Board of Trustees because the mission of serving students and the communities is important to her;

NOW, THEREFORE, BE IT HEREBY RESOLVED, President Steve Robinson and the Board of Trustees recognize Deborah T. Knight for her commitment and service to Owens Community College, April 19, 2017 to September 21, 2018.

Ms. Hammond read the recognition aloud. Dr. Hejeebu made a motion to approve the recognition, which was seconded by Mr. Nagle. Following a voice vote, the motion was adopted. Chair Talmage presented a certified resolution and a small gift to Ms. Knight. Ms. Knight commented on her continued interest and her appreciation of the Board of Trustees and Owens Community College.

Recognition by the Board of Trustees:
- Ronald A. McMaster, Ph.D.

RESOLUTION 2018-09-04-07

WHEREAS, Ronald A. McMaster, Ph.D., has been a member of the Owens Community College Board of Trustees since March 2, 1993; and

WHEREAS, Dr. McMaster has faithfully carried out his fiduciary responsibilities in accordance with the Ohio Revised Code, and he has served the College with distinction, as follows:

- Served as Board Chair, 2006, 2007 and as Vice Chair, 2003, 2004, 2005
- Served as an active member of the Board of Trustees ad hoc and standing committees including the Finance Committee, Student Life Committee, Nomination Ad Hoc Committee, Trustees Collaboration Committee and for the Presidential Searches
- Served as the Board's delegate or alternate for the Ohio Association of Community Colleges (OACC) and served as a member of the OACC Legislative Committee
- Served on the Owens Foundation Board of Directors

WHEREAS, as a 25-year member of the Board of Trustees, Dr. McMaster has provided constant, steady advocacy of the College's mission;

NOW, THEREFORE, BE IT HEREBY RESOLVED, President Steve Robinson and the Board of Trustees recognize Ronald A. McMaster, Ph.D. for his long-standing service to Owens Community College, 1993 to 2018.

Mr. Rowe read the recognition aloud. Dr. Hejeebu made a motion to approve the recognition, which was seconded by Ms. Hammond. Following a voice vote, the motion was adopted. Chair Talmage presented a certified resolution and a small gift to Dr. McMaster. Dr. McMaster commented on his 25-year passage of the College and how he has enjoyed the energy of the place—upbeat, even during challenging times.

Owens Community College & Owens Faculty Association (OFA):
- Tentative Labor Agreement

RESOLUTION 2018-09-04-08

WHEREAS, Resolution 2016-04-05-08 approved the provisions as incorporated into the collective bargaining agreement between the Owens Faculty Association, and Owens Community College for the term of November 1, 2015 through October 31, 2017; and

WHEREAS, the parties negotiated a tentative memorandum of agreement for a subsequent contract on or about August 24, 2018, and the Union membership ratified the tentative agreement for a subsequent contract on or about August 27, 2018; and the tentative agreement is now pending approval of the Owens Community College Board of Trustees; and

WHEREAS, the President and General Counsel/Vice President of Administration recommend the terms of the tentative agreement subject to the approval of the Board of Trustees;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees approves the terms of the tentative agreement. The agreed-upon terms shall be incorporated as part of a collective bargaining agreement, effective through October 31, 2020.

Mr. Nagle made a motion to approve the tentative agreement, which was seconded by Dr. Hejeebu. Following a voice vote, the motion was adopted. President Robinson recognized the negotiation teams of the administration and OFA, the time spent at the bargaining table, and the support of the Board of Trustees.

Facilities/Capital Improvements:

- **Advanced Manufacturing Training Center (STEM) Project**

RESOLUTION 2018-09-04-09

BE IT HEREBY RESOLVED that pending approval of the State Controlling Board, the recommendation of the Treasurer/Chief Financial Officer and the President to award a contract to the following firm for the Advanced Manufacturing Training Center (STEM) project, using SB 310 capital-appropriated funds, be approved by the Board of Trustees.

Owens State Community College Advanced Manufacturing Training Center (STEM)		
Architect and Engineering Services	SSOE Inc. 1001 Madison Ave. Toledo, Ohio 43604	$265,825.00

- **College Hall Renovation Project**

RESOLUTION 2018-09-04-10

BE IT HEREBY RESOLVED that pending approval of the State Controlling Board, the recommendation of the Treasurer/Chief Financial Officer and the President to award a contract to the following firm for the College Hall Renovation project, using SB 310 capital-appropriated funds, be approved by the Board of Trustees.

Owens State Community College College Hall Renovation Project		
Architect and Engineering Services	Collaborative Inc. 500 Madison Ave. Toledo, Ohio 43604	$166,967.00

Ms. Hammond made a motion to approve the recommendations, which was seconded by Mr. Nagle. Following a voice vote, the motion was adopted.

STATEMENTS AND COMMENTS BY BOARD MEMBERS

Ms. Knight commented on her time spent on the Board and of the engagement of faculty, staff and students.

Dr. McMaster commented on the applicability of "Your Success Starts Here" to the College's students, and how it speaks of the College's mission.

Ms. Talmage commented that Ms. Hammond had filed her reappointment application early to request a second term to serve on the Board of Trustees, and is waiting to hear from the Governor's Boards and Commissions Office.

Ms. Hammond commented on sharing the communication of the strategic planning sessions in the community; she encouraged inviting community members to have their voices heard.

REGULAR REPORTS

Monthly Reports to the Board of Trustees – Members of the Board of Trustees were issued monthly reports from Academic Affairs, Business Affairs, Student Services and other reports to the President, including the Foundation, Alumni Relations, Findlay Campus and Marketing/Communications.

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