

OWENS COMMUNITY COLLEGE
SPECIAL MEETING OF THE BOARD OF TRUSTEES
FEBRUARY 23, 2021 ~ MINUTES

Call to Order – Chair Mary Beth Hammond called the meeting to order at 8:03 a.m., and directed the record to show the working retreat was held by videoconference and in accordance with the policies of the Board of Trustees, Ohio Revised Code, Section 121.22 and Chapter 3358, and Section 1 of Am. Sub. House Bill 404.

Roll Call – Roll call was taken, and the following members were present: Mary Beth Hammond, Srinivas Hejeebu, Jason Johnson, Rich Rowe and Diana Talmage. (5). Karil Morrissey and Rita Russell arrived after the roll call vote. (7).

Chair Hammond stated that the purpose of the special meeting was for a working retreat with reports from the Interim President and the Vice Presidents that were focused on the theme of “Expanding Resources to Support the College Mission”.

Reports of the Interim President and the Vice Presidents – Interim President Bill Balzer commented that the College administration continues to diligently implement the 2019-2022 Strategic Plan with quarterly updates to track progress on activities and milestones connecting strategic activities and key objectives to the key performance indicators. He then provided a historical overview of trends in enrollment and revenue, understanding the national and state context of demographics and the pandemic, and shifting focus from cost control to revenue generation through strategic initiatives in market research, enrollment, academics and finances. In response to a request from Mr. Rowe, Dr. Balzer will followup with additional enrollment information 2005-2008 for the historical enrollment comparison.

Amy Giordano, Vice President of Enrollment Management and Student Services, commented on the cross-divisional progress that was made to level off and drive enrollment and to improve student retention and completion before the pandemic. She presented external professional services assisting with strategic enrollment planning, recruitment tactics, marketing strategies and assessing internal structures, resources, and processes to meet the changing needs of students. In response to a question from Dr. Hejeebu, Ms. Giordano commented that she will request information from Institutional Research on market share for Rossford High School for the period after hosting the school on campus. In response to encouragement from Chair Hammond, Ms. Giordano confirmed that she will reconnect with the new leadership at the Toledo Lucas County Public Library to continue future partnership planning.

Denise Smith, Provost/Vice President of Academic Affairs, reported on academic initiatives, which included two new programs starting Fall Semester 2021, mechatronics and dental office coordinator to meet business and industry needs; and two programs under development in visual communications and cyber security to meet student or community demand. She provided an update on Workforce and Community Services, which included reviewing the cost structure and seeking opportunities for new partnerships, including a focus in the Findlay-area. She closed her report by noting the attention toward short-term certifications and new delivery options. In response to a question from Mr. Rowe, Dr. Smith noted that the new programs will address needs in Findlay, and Dr. Balzer noted that the recent marketing study also identified other offerings to meet Findlay employer needs. Dr. Smith underlined the pathways between noncredit and credit toward certifications and degrees. Ms. Hammond encouraged the members of the Board to reach out to Dr. Balzer with respect to advocacy for building relationships in the communities that the College serves.

Jeff Ganues, Vice President of Business Affairs, Chief Financial Officer and Treasurer, commented on an initiative in the finance area to assess academic programs for resource planning. When completed, it may guide College administration to build partnerships and to seek capital donations for instructional equipment. Other benefits may include an understanding of the general and specific courses that drive student completion, as well as, measure the direct operational costs of academic programs. The model is a work in progress, and Mr. Ganues will seek review/feedback from the Academics division. In response to a question from Chair Hammond, Mr. Ganues commented that it is a complicated concept; the model will be unique to the College; and he credited Trustee Jason Johnson, Finance Committee Chair for his influence of revenue/expense alignment to measure long term fiscal health. Mr. Ganues also commented on the development of a lab/course fee template for the budget development process. With input from academic program chairs, the lab/course fee analysis will help the budget process to project long term revenue/expenses by program and to inform if the lab/course fees are supporting the needs for relevant instruction to students.

Dr. Balzer presented a preliminary exploration of the annual board meeting schedule to allow for fewer meetings within the requirements of the Board Bylaws. He then proposed a 2021-2022 meeting schedule with six regular meetings and one special (retreat) meeting. There was discussion with Ms. Talmage and Mr. Rowe both stating that the proposal made sense. Mr. Rowe commented that he was not in favor of an appointment of an executive committee for urgent action; however, he was in favor of utilizing an emergency meeting for urgent action, as allowed per Ohio's Sunshine Law. Dr. Hejeebu asked about the legislative status of virtual meetings or trustee remote attendance of public board meetings. Ms. Nagel commented that the Governor signed House Bill 404 that will allow virtual public meetings through July 1, 2021. Dr. Balzer said he will follow up with the Ohio Association of Community Colleges on the other pending legislation for trustee remote attendance. Ms. Hammond asked the trustees to take time to review the proposed meeting schedule, which the Board Secretary will also email, and consideration will be planned for the April 6 regular meeting of the Board of Trustees.

EXECUTIVE SESSION

Chair Hammond announced an executive session for the discussion of the employment of a college president. Mr. Rowe made a motion to adjourn to executive session as specified. Ms. Talmage seconded the motion, and the Chair called for a roll call vote. Roll Call: Mary Beth Hammond, aye; Srinivas Hejeebu, aye; Jason Johnson, aye; Karil Morrissey, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye (7).

Upon return from executive session, roll call was taken and the following members returned to open session: Mary Beth Hammond, Srinivas Hejeebu, Jason Johnson, Karil Morrissey, Rich Rowe, Rita Russell, and Diana Talmage (7).

Adjournment – As there was no further business to come before the Board of Trustees, Chair Hammond declared the meeting adjourned at 11:27 a.m.