OWENS COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
JUNE 2, 2026 ~ MINUTES

Call to Order – Chair Mike Bridenbaker called the meeting to order at 12:32 p.m., and directed the record to show the meeting was held in accordance with the policies of the Board of Trustees, and Ohio Revised Code, Section 121.22 and Chapter 3358.

Roll Call – Roll call was taken, and the following members were present: Mike Bridenbaker, Mary Beth Hammond, Srini Hejeebu (remote), Matt McAlear (remote), Travis Reiff (remote), Rich Rowe, and Rita Russell (remote). (7)

Chair Bridenbaker commented there was no adjustment to the agenda but an addendum would be presented for individual personnel action.

Minutes of the Board of Trustees – The minutes of the May 5, 2026 regular meeting were provided to the Board of Trustees; and, hearing no corrections, the chair accepted the minutes.

Finance Committee Report – Trustee Travis Reiff reported the Finance Committee met on May 19. He noted during that meeting, the Treasurer reviewed the draft budget for Fiscal Year 2027. He reported that the executive leadership team met multiple times in April and May to address the bottom line that was running negative, as the budget was being developed. At the May 19 finance meeting, Mr. Ganues highlighted the following changes to finalize today's recommended budget: a net gain in position of $104,174 to the bottom line; there will be no State of Ohio Rapids funding and that the State Share of Instruction was projected to be down by $1.1 million due in part to the change of the State's interpretation of funding for the certificates, which general certificates were no longer included. Also, Student Affairs enrollment targets were run through the budget model on how credit hours will be consumed; and at the end of April, enrollment was trending positive for summer and fall. Tuition revenue reflected the board-approved $10 increase per credit hour. Also, operational expenses projected to be up; however, with the new custodial contract, there should be significant cost savings. Mr. Reiff noted that on page 4 of the budget, the financial walk-through provided an excellent summary of the major projections.

Mr. Reiff continued and he noted in the May 19 finance meeting that the Treasurer commented, the budget will need continued due diligence and monitoring, especially:

- State Share of Instruction;
- Student enrollment and non-credit enrollment projections;
- Personnel and healthcare benefits usage/trends;
- Spending down the state capital funding for the FY 27-28 capital projects.

Mr. Reiff concluded his report and stated the Finance Committee supported the recommendation of the Fiscal Year 2027 Budget for the College.

Report from the Board Designee of the Foundation Board of Directors – Trustee Mary Beth Hammond reported that the Owens Community College Foundation was working with a consultant for a feasibility study to consider a potential campaign. A series of leadership briefings will take place in late June and all Trustees were encouraged to attend, as participation and input will be important to the outcome of the study. She closed her report by announcing the Foundation Golf Classic was scheduled for Monday, September 21 at Belmont Country Club. Sponsorship materials were distributed and may be found on the website at owens.edu/golfclassic.

President's Report – President Dione Somerville presented her report, which was inclusive of information from the executive leadership team. The following highlighted items are noted for the meeting minutes:

- Academics.
  - Nurse Pinning Ceremony and New Scholarship. School of Nursing and Health Professions celebrated 98 nursing graduates at the traditional Pinning Ceremony held in the Center for Fine and Performing Arts. The recipient of the 1st annual Cedric Manchand Memorial Scholarship was announced; the first scholarship established for students going into the BSN program.
  - School of Nursing and Health Professions Certificate Ceremony. The ceremony celebrated certificate graduates in Dental Assisting, Medical Assisting, Expanded Functions Dental Auxiliary, Medical Coding, Physical Trainer, and Sterile Processing.
  - Glass City Academy Pre-Apprenticeship Graduation. Held in the Dana Center's Haas Machining Lab, the students finished a basic machining course taught at the Owens lab at Cherry Street Mission. The ceremony brought together representatives from Owens, the Toledo Regional Chamber of Commerce and Cherry Street Mission. Graduates earned pre-apprenticeship certifications, positioning them for careers in skilled trades, where Toledo-area machinists earn a median annual salary of approximately $57,000.
  - Aspire Program Graduation. Students in the Aspire College & Career Readiness program were celebrated for their accomplishments and they shared their stories by video. The program helps students with career tools, job search support and community programs to build their skills and open new opportunities.
  - 60th Spring Commencement. Held at the Huntington Center, Owens honored 437 graduates, including 184 honor students and 47 from the Findlay-area Campus. The ceremony featured a keynote speaker for the first time in seven years — Amy Wachob, president and CEO of Goodwill Industries of Northwest Ohio and an Owens alumna with more than 30 years of regional business leadership. The 3rd class of the Alumni Hall of Fame was recognized at a luncheon and at the ceremony.
- Awards and Recognitions. Strategic Marketing and Communications won 10 awards in the 2025 Collegiate Advertising Awards, a national competition for colleges and universities, including five gold awards. Gold winners included the "Alex and Alex: A Transfer Story" video — which also aired during the Super Bowl in February — along with the president's blog, a billboard series, an admissions postcard series and a T-shirt design. Silver awards recognized the owens.edu homepage redesign, the Healthcare Education Center grand opening and three other entries. Since 2023, the office has won 33 total awards across several national and regional competitions.

- Center to Advance Manufacturing. Entered into an agreement with the University of Findlay and Bowling Green State University for Continued Cooperation for Regional Benefit with the cessation of the Center for Advanced Manufacturing. Outlined continued cooperation, specifically the annual summit and legislative roundtables.
- Emergency Management. President Somerville and Dr. Blake Renner, Vice President, Enrollment Management and Student Affairs, met with Perrysburg Township Police Department to discuss emergency management coordination and campus safety initiatives. Continuing these collaborative efforts, on May 22, Drs. Somerville and Renner met on the Findlay Campus with members of Findlay Police Department and Hancock County Emergency Services to review emergency management processes for the College. Discussions focused on strengthening communication and coordination among the various agencies and the Owens Police Department to ensure all groups are well-positioned to respond effectively in the event of an emergency. Additionally, members of Owens Emergency Management held a meeting to discuss concerns of swatting hoaxes and to prepare the College's response to such situations.
- Financial Aid Update. The College received recertification approval from the United States Department of Education related to Federal Student Aid eligibility through 2032, with the next recertification application due in December 2031. As part of this approval, the Bachelor of Science in Nursing (BSN) program was approved for student financial aid eligibility. The Enrollment Management Team is actively communicating this update to both prospective and current students and is collaborating with the Marketing team to update external communications. This update is expected to support continued growth in BSN enrollment cohorts.
- Institutional Advancement.
  - Foundation Scholarships. As of May 26, over 800 students have applied for Foundation scholarships totaling over $300,000 for the 2026-2027 academic year. This is the most that the Foundation has had to award and included 9 new or revised scholarships.
  - Feasibility Study. Huron, the feasibility study consultant retained by the Foundation, presented to the Foundation Development Committee, Board of Directors and Executive Leadership Team in May to review the scope of work and prepare for the upcoming Leadership Briefings.
  - Grants. The College will be awarded $207,407 in funds from the Perkins Career and Technical Education grant.
- Student Affairs.
  - Athletics. Spring Express teams went to Regionals in early May; the baseball team lost and finished out the season at 27-16. Softball also lost in Regionals and finished their season at 6-19.
  - Enrollment Activity. Registration efforts continued for both the Summer and Fall 2026 terms. The 14th Day for the Summer 2026 term is June 12, 2026. Summer enrollment was running ahead of the previous year totals and have already moved ahead of projected goals for the term. Currently at 114.4% to the new student goal and 108.2% to the overall enrollment goal for the summer term. Additionally, continue to see positive momentum for the Fall 2026 term and are currently running ahead of the previous year totals for both

the new and overall student enrollments. Making positive progress as currently at 51.6% to the forecasted goal for Fall 2026 term. Continuing with planned enrollment efforts throughout the summer. The Fall 14th Day is on September 7, 2026.

- Government Relations/Advocacy.
  - 2026 Capitol Conversations, presented by the Regional Growth Partnership/JobsOhio on May 12 in Columbus. Connected with ODHE Chancellor Duffey; State Representatives Ghanbari, White, Williams, and State Senators Gavarone and Reineke, among others during the event. Also, met with Montrose Group and Avi Zaffini of OACC for a community college strategy conversation.
  - Center of Advanced Manufacturer's Northwest Ohio Legislative Roundtable at BGSU, May 15.
  - Ohio Association of Community Colleges Governing Board meeting in Columbus on May 20; also with Trustee Mary Beth Hammond.
  - Lake Erie West Regional Policy Agenda Steering Task Force, May 22 and June 2.
- Outreach.
  - Served as a panelist on the 2026 Ohio Career Development Association, Theme: Reimagining Career Readiness: Building Pathways to Impact, May 29.

EXECUTIVE SESSION

Chair Bridenbaker announced an executive session for a certain personnel matter of the employment and compensation of a public employee and to prepare for a collective bargaining strategy. Ms. Hammond made a motion to adjourn to executive session as specified. Mr. Reiff seconded the motion; and, the chair called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. (7)

Upon return from executive session, roll call was taken and the following members returned to open session. Roll Call: Mike Bridenbaker, Mary Beth Hammond, Srini Hejeebu, Matt McAlear, Travis Reiff, Rich Rowe, and Rita Russell. (7)

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Employment of Personnel:

RESOLUTION 2026-06-02-01

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following persons, be approved by the Board of Trustees:

- P-10362 Custodian (Third Shift), Emma Askew
- P-11757 Specialist, Student Accounts, Amy Craft
- P-10036 Custodian (Third Shift), Crystal Tuttle
- P-10461 Loan Specialist, Financial Aid Office, Alyssa Murrell

RESOLUTION 2026-06-02-02

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

- P-10189 Nursing Retention Specialist, Cara Rapai

Ms. Hammond made a motion to approve the recommendations, which was seconded by Ms. Russell. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Chair Bridenbaker presented an addendum:

Individual Personnel Action ~ President/Chief Executive Officer:

RESOLUTION 2026-06-02-10

WHEREAS, at the May 5, 2026 and June 2, 2026 regular meetings, the Board of Trustees conducted the annual performance review and the annual compensation review with President Dione D. Somerville, Ed.D., in accordance with the President's employment agreement; and,

WHEREAS, at the regular meetings of the Board of Trustees held throughout academic year 2025-2026, the Board of Trustees accepted the evidence and approved the monitoring reports;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the annual reviews of performance and compensation have been completed, and the terms of the President's employment agreement be executed: 4 C, *the term of the employment agreement shall be renewed for consecutive additional terms of three years each year*; and, 5 A, *the base compensation shall increase according to the average rate of the most recent increase of the merit program for non-bargaining unit members*, at 3.428 percent effective July 1, 2026, be approved by the Board of Trustees;

BE IT FURTHER RESOLVED that at this time both parties of the employment agreement are opting to postpone an allowable annual performance incentive, however, in lieu of, the Board of Trustees grants its full confidence and support of Dr. Dione D. Somerville, President of Owens Community College, and the Board recognizes the progress and achievements of the 2023-2028 Strategic Plan to-date, as led by President Somerville and the executive leadership team.

Ms. Russell made a motion to approve the resolution, which was seconded by Mr. Rowe. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Chair Bridenbaker thanked President Somerville for her leadership, and he reiterated the Board of Trustees full confidence in her leadership and that the Board recognized the progress of the 2023-2028 Strategic Plan, led by President Somerville with the executive leadership team and the cooperation of the employees of the College.

Rank Promotion:

RESOLUTION 2026-06-02-03

WHEREAS in accordance with 3358:11-5-25 Faculty Rank Policy, the Provost/Vice President of Academic Affairs and the President recommend the following qualified candidates for rank promotion;

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Assistant Professor, effective with the 2026-2027 Academic Year:

Chloe Arredondo
Jodi Gore
Thomas Kepler
Dr. Maria Reinbolt
Jennell Twigg
Wendy Zettel

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Associate Professor, effective with the 2026-2027 Academic Year:

Dr. Sara Burke
Bernard Goedde
Susan Nichols

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Professor, effective with the 2026-2027 Academic Year:

Deborah Sullivan

Mr. Rowe made a motion to approve the recommendation, which was seconded by Mr. Reiff. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Owens Faculty Association – Article 12 Notification:

RESOLUTION 2026-06-02-04

WHEREAS, pursuant to Article 12 – Reduction in Force/Retrenchment and Organizational Change of the Owens Faculty Association collective bargaining agreement, the Board of Trustees shall notify the Association in writing when there is a reduction in the bargaining unit member force; and

WHEREAS, the Board of Trustees has delegated and vested the President/Chief Executive Officer to make such a determination of a reduction in force when circumstances may dictate the necessity;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees authorizes the direct report to the President serving as the President's delegate: the Vice President, Human Resources to make such written notification to the Association when a reduction may or will occur, such as when a bargaining unit member cannot meet the minimum teaching load requirement, as outlined in Article 7 or for any other circumstance, as outlined in Article 12 of the collective bargaining agreement, for Academic Year 2026-2027.

Mr. Rowe made a motion to approve the recommendation, which was seconded by Ms. Hammond. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Recommendation of Curricular Actions:

RESOLUTION 2026-06-02-05

WHEREAS, Resolution 2026-02-03-07 adopted the College's curricular approval process in compliance with Ohio Revised Code 3345.457, the 136th General Assembly's House Bill 96 legislation, for the establishment of new and modifications of academic programs, curricula, courses, general education requirements, and degree programs; and

WHEREAS, the President has reviewed and recommends the listed curricular actions, Appendix I;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees approves this Resolution and the listed curricular actions of Appendix I.

APPENDIX I

Action Type	Program / Course	Change Description (Brief)	Effective Term	Notes (Optional)
☐ New ☐ Change x Delete	Power Skills Certificate	Deletion of low enrolled program..	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval One year teach out needed
x New ☐ Change ☐ Delete	Mechanical Engineering Technology	New Program	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval
x New ☐ Change ☐ Delete	MET 117 – Manufacturing Process	New course	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval
x New ☐ Change ☐ Delete	MET 140 – Quality Concepts	New course	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval
x New ☐ Change ☐ Delete	MET 237 - Statics	New Course	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval

Action Type	Program / Course	Change Description (Brief)	Effective Term	Notes (Optional)
x New ☐ Change ☐ Delete	MET 265 – Strength of Materials	New course	x Fall 2026 ☐ Spring ☐ Summer ________	Has committee and Provost recommendation for approval
x New ☐ Change ☐ Delete	MET 270 – Machine Design	New course	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval
x New ☐ Change ☐ Delete	MET 277 – Machine Design	New course	x Fall 2026 ☐ Spring ☐ Summer	Has committee and Provost recommendation for approval
☐ New x Change ☐ Delete	DAS 201	Change to course description	☐ Fall ☐ Spring x Summer2026	Has committee and Provost recommendation for approval
☐ New x Change ☐ Delete	MTH 170/P	Change to prerequisites	☐ Fall ☐ Spring x Summer 2026	Has committee and Provost recommendation for approval
☐ New x Change ☐ Delete	MTH 175	Change to prerequisites	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval
☐ New x Change ☐ Delete	MTH 213/P	Change to prerequisites	☐ Fall ☐ Spring x Summer 2026	Has committee and Provost recommendation for approval

Mr. Reiff made a motion to approve the recommendation, which was seconded by Ms. Hammond. Mr. Rowe asked about the new courses being for in-demand jobs, which President Somerville confirmed. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Academic Calendar 2028-2029:

RESOLUTION 2026-06-02-06

BE IT HEREBY RESOLVED that the recommendation of the Provost and President to adopt the academic calendar for Summer Semester 2028, Fall Semester 2028, and Spring Semester 2029, be approved by the Board of Trustees.

Summer Semester 2028

May 15 – Semester begins (*Classes may have varying start and end dates; refer to the class schedule for dates and locations)*

May 29 – Holiday, College closed

May 29 – 8-week courses begin

June 19 – Holiday, College closed

July 4 – Holiday, College closed

July 23 – 8-week courses end

August 6 – Last day of semester

August 8 – Grades due/end of term processing

Fall Semester 2028

August 21 – Semester begins (*Classes may have varying start and end dates; refer to the class schedule for dates and locations)*

September 4 – Holiday, College closed

November 10 – Holiday, College closed

November 22-November 26 – Holiday, College closed

December 1 – Last day of classes

December 4-7 – Exam week

December 12 – Grades due/end of term processing

Spring Semester 2029

January 8 – Semester begins (*Classes may have varying start and end dates; refer to the class schedule for dates and locations)*

January 15 – Holiday, College closed

March 5-11 – Spring break

April 27 – Last day of classes

April 30-May 3 – Exam week

May 4 – Commencement Ceremony

May 8 – Grades due/end of term processing

Ms. Hammond made a motion to approve the recommendation, which was seconded by Mr. Rowe. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Completion Plan 2026-2028:

RESOLUTION 2026-06-02-07

WHEREAS, the Ohio Revised Code 3345.81 requires that the Board of Trustees of each institution of higher education update its strategic completion plan at least once every two years and provide a copy to the Chancellor, Ohio Department of Higher Education upon adoption; and

WHEREAS, in accordance with the Revised Code, the completion plan is designed to increase the number of awarded degrees and certificates and shall be consistent with the mission and strategic priorities of the institution, including measurable student completion goals and alignment with the state's workforce development priorities;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the recommendation of the President to adopt the 2026-2028 Strategic Completion Plan for Owens Community College, be approved by the Board of Trustees.

Mr. Rowe made a motion to approve the recommendation, which was seconded by Ms. Hammond. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Fiscal Year 2027 Budget:

RESOLUTION 2026-06-02-08

NOW, THEREFORE, BE IT HEREBY RESOLVED in compliance with the 3358:11-1-02 Bylaws, the 3358:11-1-12 Financial Standards Policy, and attested by the Treasurer that the recommendation of the President to adopt the fiscal year 2027 budget, be approved by the Board of Trustees.

Ms. Russell made a motion to approve the recommendation, which was seconded by Mr. Reiff. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Policy Recommendation:

RESOLUTION 2026-06-02-09

WHEREAS, the President and the Vice Presidents reviewed and recommend the listed college life (chapter 3) policy, as follows:

- Appendix II – Rescission of 3358:11-3-64 Non-academic Appeal Policy and associated procedures, to allow the various types of student grievances to be addressed under one overarching process;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees rescinds 3358:11-3-64 Non-academic Appeal Policy;

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Secretary to the Board of Trustees to file said policy rescission with the Ohio Legislative Service Commission.

Ms. Hammond made a motion to approve the recommendation, which was seconded by Ms. Russell. Chair Bridenbaker called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Travis Reiff, aye; Rich Rowe, aye; and, Rita Russell, aye. The motion was carried.

Financial Report – Members of the Board of Trustees were provided with the April monthly report and exhibits for purchases, expenditures and job requisition report in accordance with the 3358:11-1-12 Finance Standards Policy, which the chair accepted, as submitted.

Dates to Remember – Chair Bridenbaker commented on a change for the 2026-2027 meeting schedule to allow time to invite elected officials for the annual campus visit and tour. He asked if there were any concerns for moving the date of the Board retreat from Tuesday, October 6 to Monday, October 5. Hearing no concerns, he accepted the change of the Board retreat date for the 2026-2027 meeting schedule. Chair Bridenbaker also announced the President's State of the College presentation during opening week was scheduled for August 17 for 9 a.m. on the Findlay-area Campus and 2 p.m. on the Toledo-area Campus. He reminded trustees to continue to hold September 10 on their calendars for the Ohio Department of Higher Education trustees conference that will include required SB 1 training in a hybrid format (virtual and in Columbus).

Statements and Comments by Board Members – Vice Chair Hammond commented on attending the Ohio Association of Community Colleges governing board meeting in May; she was elected, Chair-Elect for the executive committee of the governing board. She noted positive energy at the meeting with a lot of good going on at all of the state's two-year colleges in Ohio. She is honored to be at the OACC governing board table and proud to represent Owens.

Adjournment – As there was no further business to come before the Board of Trustees, the chair declared the meeting adjourned at 2:05 p.m.

APPENDIX II

Rescission of 3358:11-3-64 Student Non-Academic Appeal Policy

TO BE RESCINDED

3358:11-3-64 Student non-academic appeal policy.

(A) Purpose. Owens community college provides a student with an appeal process when a student disagrees with a formal decision.

(B) This rule does not apply to the following:

(1) Grade appeals, which are subject to the Owens community college rule 3358:11-2-54 of the Administrative Code (grade appeal policy and corresponding procedures).

(2) Disciplinary matters, which are subject to the Owens community college rule 3358:11-3-11 of the Administrative Code (student conduct policy and corresponding procedures).

(3) General complaints, which are subject to the Owens community college rule 3358:11-3-66 of the Administrative Code (campus and community complaint process policy and corresponding procedures).

(C) Implementation. The chief student affairs officer or designee will implement procedures, guidelines, and forms, which are consistent with the provisions of this rule.

Promulgated under: 111.15
Statutory authority: 3358.08
Rule amplifies: 3358.08
Prior effective dates: 11/22/2009, 5/16/2020

History of Reviews
Student Affairs Division – 2-12-26, 2-26-26
ELT Review – 3-23-26
Employee Feedback Period – 5-13-26 to 5-22-26
Board Meeting – targeting 6-2-26

Proposal Summary. To allow one combined process for complaints to avoid confusion for students. The director of student success was made aware of a student who submitted a non-academic appeal form to an obsolete mailbox. The dean of student life & title IX coordinator has reviewed the multiple processes and has recommended to consolidate onto one webpage, the types of complaints and appeals that has a "decision-tree" to help individuals to know what type of complaint/appeal to use in a given situation. Also, a new grievance process procedure is recommended with the following changes to Board policy and procedures:

1. Grievance Process would not be a policy but it would be a college procedure, and it would replace the following:
    a. Recommend to rescind the 3358:11-3-64 Non-academic Appeal Policy (would need board action) and the associated procedures.
    b. Superseded the 3358:11-3-66 Campus and Community Complaint Procedures (to be removed).
    c. No change to the 3358:11-3-66 Policy – Campus and Community Complaint Policy (HLC required)
2. Create a new website that addresses all types of complaints and appeals that has a decision tree to help individuals know what type of complaint/appeal to use in a given situation. Hyperlinks would direct to existing webpages as needed (e.g., grade appeals, SAP appeals). This would include:
    a. Grade Appeals
    b. Financial Aid SAP appeals
    c. Title IX Complaints and appeals
    d. ADA complaints and appeals
    e. Student Conduct appeals
    f. Grievance Process with the Grievance Form
        i. Student Petition for Appeal process and form