OWENS COMMUNITY COLLEGE
SPECIAL MEETING OF THE BOARD OF TRUSTEES
OCTOBER 5, 2026 ~ MINUTES

Call to Order – Chair Mike Bridenbaker called the meeting to order at 11:33 a.m., and directed the record to show the public 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, Travis Reiff, and Rich Rowe. (4)

Chair Bridenbaker announced the purpose of the special meeting was for a joint session for the members of the Board of Trustees and the Owens Foundation Board of Directors to hear from Huron Consultants on the assessment of the College's readiness for a potential comprehensive fundraising campaign. He welcomed the Foundation directors and the members from Huron consultants, Mr. Andrew Allred, Senior Director for Advancement and Fundraising; and, Ms. Kathryn Dillon, Manager for Education and Research Consulting. He invited President Somerville to make remarks.

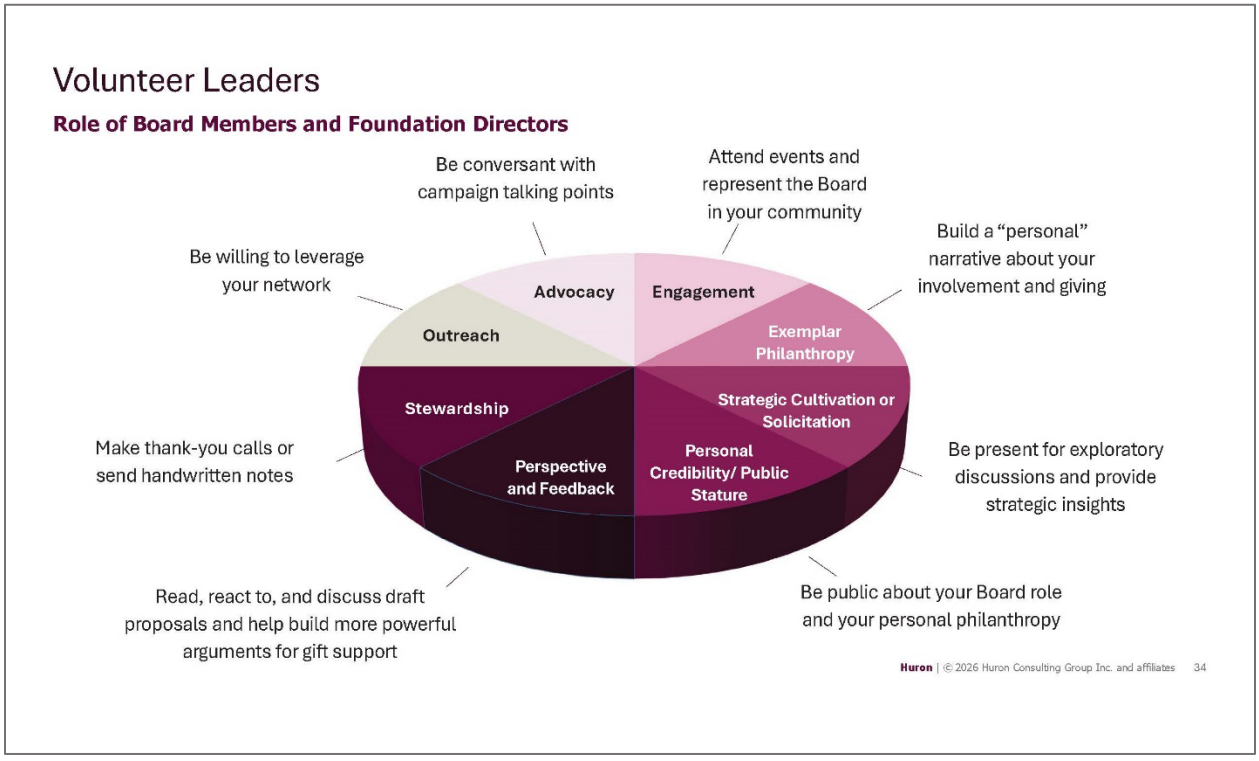
President Somerville commented on being future-focused in meeting the needs of students and the workforce. She invited Kelle Pack, Vice President, Institutional Advancement and Executive Director, Owens Foundation to provide the background on the Foundation initiative.

Ms. Pack commented on last year's joint retreat, October 2025, on the discussion of the State's priorities and funding opportunities, including JobsOhio data that led to the priority of the electrical engineering technology (EET) and mechanical engineering technology (MET) programs in the School of STEM and the capital needs for the Engineering Technologies building, circa 1989. The Foundation Board of Directors elected to hire a consultant to determine the readiness of the College to support a fundraising campaign. Beginning in Spring 2026, Huron consultants reviewed institutioal data, organizational structure, and in Summer 2026, held briefings and interviews with community leaders. Ms. Pack then invited the consultants to make their presentation.

Mr. Allred and Ms. Dillon shared the summary of preliminary comprehensive campaign priorities to support the EET and MET programs including instructional equipment, renovations to instructional labs and classrooms, professional development for faculty and staff, student earn and learn opportunities and student scholarships. The consultants reviewed eight essential elements to be in place for a successful campaign. They reviewed the feasibility study's findings, including the College's historical fundraising practice of being project-based with major gifts focused on specific capital projects, event sponsorships, and scholarships; majority of private support is from corporations, foundations, and other organizations—a testament to the College's strong ties to industry partners in the Toledo and northwestern Ohio communities; and, institutional strengths that included a strong affinity for the College among its closest supporters, an inspiring and well-respected President, a visionary strategic plan, and an emerging institutional advancement program, which has the opportunity to deepen its focus on systematically identifying, cultivating, and soliciting high-capacity individual donors. The Huron consultants recommended within the next two years, for College administration to build the organizational structure of the institutional advancement program, to repeatedly tell the Owens story, to deepen partnerships, and to make

compelling philanthropic priorities that support workforce needs and the community college mission.

The consultants closed their presentation discussing the roles of the Foundation Board of Directors and the state-appointed Board of Trustees with both bodies being volunteer leaders representing core constituencies. As a baseline, members need to be informed, engaged and to serve as ambassadors for the College at every opportunity; to participate in annual giving at a level that is personally meaningful; and, to be available as a support when needed by the President and fundraising staff. The consultants noted that they would be available in the future to share how philanthropy has a role at the College and how board members can advocate in the community. The following graphic was shared to summarize the advocacy role of members of the Foundation Board of Directors and the Board of Trustees.



There was time for questions and answers, which included members' inquiries of pledges (a process is in place); donor advised funds (a back-end operation); named-gifts (building a structured program with the policy); national and regional data that show a lack of skilled workers. The consultant commented on the evolution and culture of an institutional advancement program at the College; this is more than fundraising; at Owens, institutional advancement would be based on three pillars, 1) philanthropy (fundraising, gifts and grants); 2) engagement (alumni relations and communications); and, 3) operations (advancement services and strategies). In response to a question from a member about the main objectives to be in place, the consultant noted a) create a strategy and meet with top prospects; b) develop a major gifts office with metrics in place; and, c) everyone at Owens community should be able to speak about the importance of philanthropy and to talk about Owens in a way that donors can understand. Such as, philanthropy at Owens can support students to graduate and to get a job in their field of study, which leads to a positive impact in the community.

Ms. Pack commented that President Somerville and the executive leadership team will continue to plan on the various aspects of the STEM priorities including curriculum, instructional faculty and space, as well as relationship building and seeking multiple sources of funding. The consultants were thanked for their presentation and then left the meeting.

RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

Monitoring Report: Institutional Leadership and Communication

RESOLUTION 2026-10-05-01

WHEREAS, the President's role is to assure that the Board has sound, comprehensive, actionable assessment of how the institution is performing; and

WHEREAS, the Board's role is to review the monitoring report to find that the President has made a reasonable interpretation of the ends statement, and the data in the report provides evidence of that interpretation; and

WHEREAS, the monitoring report ends statement is:

- INSTITUTIONAL LEADERSHIP AND COMMUNICATION: The President will demonstrate effective leadership for the College, in alignment with the mission, vision, and strategic plan. The President will lead with transparency and in honor of shared governance principles;

WHEREAS, the monitoring report interpretation is:

- INSTITUTIONAL LEADERSHIP AND COMMUNICATION: Compliance with the ends statement is demonstrated through the evidence of alignment of the mission with the organizational structure, strategic plan, capital plan and other college-wide initiatives toward the vision; and, the demonstration of accessibility, communication and inclusion of stakeholders;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees accepts the Institutional Leadership and Communication monitoring report (Appendix I) and confirms the report demonstrates compliance with a reasonable interpretation of the ends statement.

President Somerville commented that the monitoring report was shared with both boards, and she noted the storytelling, positioning our place in the communities that we serve and the metrics. She was most proud of the statistical increases in impact, volume and reach in major media. Growth year over year is due to intentionality and the impact seen through student enrollment. The report also relayed institutional communication and shared governance through the bodies of College Forum and Administrative Council.

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

Then and Now Certification of Appropriations Requiring Board Approval:

RESOLUTION 2026-10-05-02

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the fiscal officer was not obtained before the contract or order involving the expenditure of money was made then the fiscal officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances; and

WHEREAS, thus the fiscal officer is certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate equals or exceeds $3,000.00;

NOW, THEREFORE, BE IT RESOLVED by the Owens Community College Board of Trustees that:

- SECTION I. Appendix II – is approved and the Board of Trustees hereby certifies that at the time of the making of the contract(s) and order(s) and at the date of the execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract of order and is in the treasury or in the process of collection to the credit of the fund free from any previous encumbrance.
- SECTION II. Open Meetings. It is found and determined that all formal proceedings and actions of the Board of Trustees concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board of Trustees, and that all deliberations of the Board of Trustees and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22, of the Ohio Revised Code and the policies of the Board of Trustees.

Ms. Hammond 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; Travis Reiff, aye; and, Rich Rowe, aye. The motion was carried.

Ohio Revised Code 3333.95 Efficiency Report Recommendation:

RESOLUTION 2026-10-05-03

NOW, THEREFORE, BE IT HEREBY RESOLVED that the fiscal year 2026 efficiency report for Owens Community College, in compliance with Section 3333.95 of the Ohio Revised Code, as recommended by the President and the Treasurer, be approved by the Board of Trustees.

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; Travis Reiff, aye; and, Rich Rowe, aye. The motion was carried.

Recommendation of Curricular Actions:

RESOLUTION 2026-10-05-04

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;

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

APPENDIX III

Action Type	Program / Course	Change Description (Brief)	Effective Term	Notes (Optional)
☐ New x Change ☐ Delete	ANT 101 ANT 200	Remove ENG 097 prerequisite as it is no longer offered.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	PSY 101	Remove ENG 097 prerequisite as it is no longer offered.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	GOV 111 GOV 205	Remove ENG 097 prerequisite as it is no longer offered.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
x New ☐ Change ☐ Delete	GOV 121	New course – civic literacy as required by law for all bachelor's degrees.	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	SOC 101 SOC 201	Remove ENG 097 prerequisite as it is no longer offered.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New ☐ Change x Delete	Power Skills Certificate	End general certificate	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	BIO 121	Removed developmental prerequisite (CHM 095)	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	MTH 170P MTH 213P	Remove developmental prerequisites as developmental has been discontinued.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Dietary Manager Certificate	This was erroneously brought forward as ended. It is instead	☐ Fall ☐ Spring	Has committee and Provost recommendation for approval.

Action Type	Program / Course	Change Description (Brief)	Effective Term	Notes (Optional)
		being changed to better serve students.	x Summer 2027	
☐ New ☐ Change x Delete	Medical Office Certificate	End certificate as degrees have been discontinued.	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Music Business Technology	Reduced outcomes from six to five by removing "Demonstrate proficiency in Macintosh operations," which is addressed through other outcomes involving industry software.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Animation	Reduced outcomes from six to five. Remove the separate computer applications and software outcome and add "using industry standard software" to outcome two.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Visual Communication Technology	Reduced outcomes from seven to five. Remove the computer-functions outcome, which is implicit in other outcomes, and the oral/written communication outcome, which is addressed institutionally.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Music Performance/Education	Revise the concentration as a transfer pathway because enrollment has not supported advanced courses. Replace upper-level offerings with Ohio Transfer 36 courses. General Humanities music electives remain.	☐ Fall ☐ Spring x Summer	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Theatre Transfer Pathway	Revise the pathway and remove practicum courses taken by theatre majors. General offerings remain	☐ Fall ☐ Spring x Summer 2027	Has committee and Provost recommendation for approval.
☐ New x Change ☐ Delete	Broadcast Media Technology	Replace third-semester SPE 201 Communication Theory with a choice of COM 101 Principles of Advertising or MKT 111 Entrepreneurial Marketing. Advisory board discussion supported applied portfolio work or preparation for freelance careers.	☐ Fall x Spring 2027 ☐ Summer	Has committee and Provost recommendation for approval.

Ms. Hammond 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; Travis Reiff, aye; and, Rich Rowe, aye. The motion was carried.

Statements and Comments by Board Members – Chair Bridenbaker reminded all about the rescheduled Foundation Golf Classic on Monday, October 19; he with President Somerville will be at the 18th Thank You Hole, and the award dinner, 4:30-6:30 p.m. at Belmont Country Club.

Adjournment – As there was no further business to come before the Board of Trustees, the chair declared the meeting adjourned at 1:09 p.m.