

**MINUTES**  
**Marion Technical College**  
**Board of Trustees**  
**Regular Board Meeting**  
**Tuesday, October 18, 2016**  
**3:30 p.m., HTC Conference Room**

**Call to Order**

Chairman Plotts called the meeting to order.

**Roll Call**

The Recording Secretary called the roll. Present were: Mr. Danner, Mrs. Foulk, Mr. Hamper, Mr. Parrott, Mr. Plotts, Mrs. Somerlot, and Mr. Young. Mr. Anderson and Mr. Russell were absent.

Staff in attendance included: President McCall, Dr. Chad Schneider, Chris Gase, Joel Liles, Jeff Nutter, Dr. Bob Haas, Dr. Vicky Wood, Tyler Maley, Brenda Feasel, and Teresa Parker.

**Approval of Preceding Meeting Minutes**

The reading of the September 20, 2016, meeting minutes was waived. Chairman Plotts asked for a motion to approve the minutes as distributed. Motion was made by Mr. Parrott and seconded by Mr. Young. Motion carried.

**Unfinished Business**

ACCT Leadership Congress

Chairman Plotts asked Mrs. Somerlot, President McCall, and Dr. Wood to share information about their attendance at the ACCT Leadership Congress. The three along with Marion City Schools Superintendent Gary Barber made a presentation about the Harding GPS program. Mrs. Somerlot remarked the conference was a great learning opportunity for trustees. The MTC presentation was very well received; it generated a lot of interest and questions. It was clear that many other states are much further behind; the connection with K-12 does not always exist. She said MTC has a great staff and leadership and commended Dr. Wood for doing a phenomenal job on the presentation. Dr. Wood reported the GPS model is something that is being recognized across the state and now nationally. Several attendees from other states asked to visit Marion to see how the program operates. Teams from Middleton and Youngstown have visited Marion following an OBR presentation. Dr. Wood acknowledged the work and cooperation among Marion community leaders who worked on the GPS project for over 18 months. Other communities are amazed at how closely Marion works together on this program. She reported the program is being expanded to include a medical assisting GPS. Chairman Plotts thanked Dr. Wood for her work on the GPS program and encouraged other trustees to attend conferences in the future, such as the Ohio Department of Higher Education Trustee Conference is an opportunity to network with other trustees. President McCall will send conference information to trustees as they come up.

**Finance Report**

Treasurer Jeff Nutter presented the finance report for the period ending September 30, 2016. He stated the first quarter of the fiscal year is complete and the fifteenth day of fall term has passed. A better picture of fall enrollment is now known, however, some adjustments will occur. He reported the budget was based on a 4% general student enrollment decline; actual general student enrollment declined

2.3%. Spring enrollment is expected to be higher than fall and should offset the loss from summer term. Mr. Nutter is projecting spring revenue to be \$175,000 more than projected. Overall, Mr. Nutter is projecting we will break even on general student tuition. Mr. Nutter reported prison enrollment is relatively flat while College Credit Plus (CCP) enrollment increased by 20%, resulting in net tuition increase of \$76,000.

Trustee Parrott asked about the reason for the CCP enrollment increase. Dr. Wood responded that it is the result of the quality partnerships MTC has and the quality of service provided by the College. Schools contact the College; MTC has not solicited schools. President McCall stated this is the second year under the new CCP regulations and there is more awareness of the program. The 32 students enrolled in the Harding GPS program are CCP students.

Mr. Nutter reported new general student enrollment is up about 10%, reversing a 4-5 year trend. This increase is attributed to Mr. Liles department and their recruiting efforts. Chairman Plotts asked if this was a general trend in the state. Mr. Nutter indicated that it is; however, some colleges are still experiencing big decreases. In an unofficial survey about fall enrollment, MTC is in the top 20-30% of colleges.

Mr. Nutter referred the Board to pages 2 and 3 of the written finance report, the Income Statement - Actual vs. Budget and Revenue Detail. The statements show the tuition revenue by type of enrollment for fiscal year 2017 compared to the prior year. He noted expenses are trending with the budget and are consistent with the prior year with the exception of grants expenditures. There has been a sharp increase in year to date grant expenditures. This is due to encumbrances for the RAPIDS grant for equipment purchases. Mr. Nutter also noted the expenditure of \$63,000 for the cadaver lab. This is for architect fees. He announced work on the lab design is in progress and the goal is to have the project out for bids after the first of the year. The goal is to have the lab ready for fall 2017.

Mr. Young asked if there had been any changes to the communications/advertising budget line in light of enrollment declines. Mr. Nutter responded the budget has been consistent over the past several years. Trustee Parrott commented about an MTC ad he saw during the recent OSU football game. Dr. Haas reported several ads run on the local Time Warner channels and another ad will run in an upcoming OSU game. The ads can be seen on the College's YouTube page. President McCall will send the ads to the Board via email.

Chairman Plotts asked for a motion to approve the finance report. Motion was made by Mrs. Somerlot and seconded by Mr. Danner. Motion carried.

### **New Business**

There was no new business to come before the Board.

### **Resolutions**

President McCall presented two resolutions to the Board for their approval:

- 2016-18 -- Adjunct Faculty and Supplemental/Overload Contracts
- 2016-19 -- Regular Employee Contracts for FY 2017

Chairman Plotts asked for a motion to approve resolution 2016-18. Motion was made by Mr. Hamper and seconded by Mr. Young. Motion carried.

Chairman Plotts asked for a motion to approve resolution 2016-19. Motion was made by Mr. Parrott and seconded by Mr. Hamper. Motion carried.

### **President's Report**

President McCall referred to the written report included in the meeting packet, pointing out the new format that highlights strategic plan items.

#### Focus on Student Success:

- Rhea Edmonds, Director of Correctional Education, and Ronald Devine, adjunct faculty, at Marion Correctional Institution, for being nominated by their students to receive recognition at the Corrections Education Association – Ohio (CEA-O) Conference.
- Low enrollment in the ABLE program continues to be a concern. President McCall met with Gary Cates at the Ohio Department of Higher Education earlier this year to discuss ABLE funding. A consultant was brought in to work with our ABLE team to identify ways of increasing enrollment. Ultimately, MTC may lose the ABLE program if enrollment does not improve. President McCall will be talking with Mr. Cates again in the near future to discuss options for MTC retaining the program.
- Robert Chidester, MTC Veteran's Services Coordinator and First Year Advisor, submitted an application for MTC to be designated a Victory Media's Military Friendly School. MTC was granted this designation.
- Christy Culver, Associate Professor of Business, completed seven Quality Matters workshops. This qualifies her for the high-ranking QM Teaching Online Certificate. Christy is one of the first three faculty in the nation to complete the QM credential, which is a nationally recognized standard. Several other MTC faculty are working on this as well.

#### Focus on Community Success:

- Marion CANDO! has been challenged to develop a Workforce Development Center for Marion. Gus Comstock (CANDO) and Dean Jacob (Marion Community Foundation) reached out to President McCall asking MTC to lead this effort. President McCall met with OSUM Dean Greg Rose to discuss combining MTC and OSUM's workforce development departments and a follow-up meeting was held with Tri-Rivers Superintendent Charles Speelman to discuss Tri-Rivers participation. Questions were sent to CANDO requesting additional information and options for community support.

#### Focus on Institutional Success

- Tyler Maley and the math faculty were congratulated for receiving a \$20,000 grant from the Ohio Department of Higher Education to implement a co-requisite math developmental education model. MTC was one of nine institutions to receive this grant. MTC is much farther ahead of other Ohio institutions in implementing this model, so much so other institutions are reaching out to request assistance from MTC.
- The first Alumni Hall of Fame induction is scheduled for November 17 at 6:00 p.m.
- As part of the Changing Campus Culture Grant, MTC and OSUM hosted The Red Flag Campaign from October 3 – 14 to help bring awareness to intimate partner, dating and/or sexual violence. Trustees were given a pen that was used as part of the awareness campaign.

#### Shared Governance Task Force

President McCall provided an update on the Task Force for Creating Opportunities for Shared Governance on Co-Located Campuses. The task force met last week; President McCall and OSUM Dean Rose attended the meeting and responded to questions from the task force. The biggest concern is the task force's focus on changing how board members are appointed under state law, especially as it relates to appointing two trustees to the college board of trustees and two to the university advisory board. President McCall acknowledged Mr. Young for his input about Ohio statute related to board members performing their duties in the "best interest of the board." Having a board member on both boards may create a conflict of interest.

OACC is holding another conference call on Wednesday to discuss task force recommendations; they will continue to push on the dual board membership issue. The Task Force meets next week and plans to finalize their recommendations that will be sent to the legislature. President McCall talked with Senator Burke about the Task Force and our concerns with the direction being taken about board appointments. Mrs. Somerlot asked if Senator Burke serves on the committee; President McCall responded that Senator Peterson serves on the committee. As discussed at the last Board meeting, President McCall drafted a position letter for the Board's consideration. The draft was revised based on the input received and was sent to Regent Kaufman, who is heading the Task Force. Chairman Plotts asked if OSU President Drake and Vice President Michael Bohem were aware of the Task Force's activities. President McCall responded that President Drake should be aware but Mr. Bohem is in a different position with OSU. Chairman Plotts indicated he may call Mr. Bohem. President McCall will keep the Board apprised of the Task Force's actions.

#### Accreditation - Dr. Haas

Dr. Haas provided a brief report on MTC's institutional accreditation. MTC is accredited by The Higher Learning Commission (HLC), a regional accrediting agency. MTC must be accredited in order to provide federal financial aid. A site visit is scheduled for March 13-14. The Board will be invited to meet with the accreditation site team, most likely on the 13th during the afternoon. There are three main components to the accreditation process -- (1) quality initiative, (2) federal compliance report, and (3) assurance argument. The assurance argument addresses five criterion and 22 core components. Based on the information we report and evidence gathered during the site visit, the team will make a judgment as to whether or not we meet the requirements. Mrs. Somerlot remarked Dr. Haas' participation as a peer reviewer will provide insight helpful to MTC as it prepares for reaffirmation. Mr. Danner asked if the team randomly selects internal people to talk with during the visit; Dr. Haas responded affirmatively; the visitors will meet with faculty, staff, and students. Dr. Haas reported public notice of the accreditation visit has been made to invite public comments. Those comments are submitted directly to the HLC. The HLC will also conduct a student survey prior to the visit to gather input from MTC students. Dr. Haas will provide more information at the January Board meeting to prepare the Trustees for the site visit.

#### Acceptance of Employee Resignation

President McCall announced the resignation of Jean Thomas as Controller. Ms. Thomas has worked at MTC for 19 years; she is leaving to spend time with family. A search for her replacement has begun. Chairman Plotts asked for a motion to accept the resignation with regret. Motion was made by Mr. Parrott and seconded by Mr. Danner. Motion carried.

**Other**

President McCall referred the Board to the document "MTC Messaging Update." The College is in the process of updating its mission, vision, and values statements. They were last updated about ten years ago. A committee of approximately ten employees has been working with the Frazier Heiby team to develop new statements. The statements shown in the document are drafts that are under consideration. Employees and students are being surveyed to gather their feedback on the proposed statements. President McCall will be surveying the Board to gather their input on the proposed statements.

President McCall asked the Board to consider the following dates for the rescheduled policy governance training -- November 9, December 15, or December 16. Those present determined December 16 to be the best option. This date will be confirmed with Dr. Walker.

**Adjournment**

There being no further business to come before the Board, Chairman Plotts declared the meeting adjourned at 4:30 p.m.