

Marion Technical College
Board of Trustees
Regular Board Meeting
Tuesday, November 21, 2017
Health Technologies Center, Room 103

Call to Order

Chairman Plotts called the meeting to order at 5:18 p.m.

Roll Call

The Recording Secretary called the roll. Trustees present were Mr. Plotts, Mr. Anderson, Dr. Hamper, Mr. Parrott, Mrs. Somerlot, and Mr. Young. A quorum as declared present.

Mr. Danner, Mrs. Foulk, and Mr. Russell were absent.

Staff present included President McCall, Jeff Nutter, Dr. Amy Adams, Laura Woughter, Chris Gase, Debbie Stark, Dr. Chad Schneider, Mike Stuckey, and Kathy Rice. Marissa Palumbo and Lizabeth Chavez, representing the Ohio Attorney General's office were present to provide a presentation on the state's ethics laws.

Ethics Presentation

Marissa Palumbo, Assistant Attorney General – Education Section, presented to the Board on Ohio's ethics laws. The presentation covered the definition of a public official, public contract restraints, impropriety, disclosure and recusal, nepotism, gifts of value, and confidential information. Ms. Palumbo provided situational examples as evidence to the Board and responded to questions.

Mr. Plotts, an educational consultant, asked if he would be prohibited from consulting for another institution. Ms. Palumbo explained consulting for another institution would be allowed if there was competitive bidding.

Mr. Parrott questioned whether a public official who voted on an original contract, and the contract was subcontracted to a company that had a connection to a public official, would have an unlawful interest. Ms. Palumbo noted such a situation would likely require review of a four-step test to determine if there is an unlawful interest.

Dr. Hamper asked if financial basis was the main determinant when selecting a contract, as often preferential treatment may be given to a local company. Ms. Palumbo noted there is a large financial component, and one part of the four-step test is to determine if the good or service was not attainable at the same or lower cost within a certain area, or if the contract was ongoing prior to the public official's term.

Mr. Anderson asked if all gifts from improper sources must be rejected, and Ms. Palumbo explained there are items of nominal value that are not substantial enough that may be accepted even if they come from an improper source.

Consent Agenda

1. Approval of preceding meeting minutes
2. Approval of Duplicate Program Report
3. Revised policy – EL 4.5 Financial Condition

Chairman Plotts presented the consent agenda and asked if anyone wished to remove any of the items for discussion. With no changes requested, Chairman Plotts called for a motion to approve the consent agenda. Motion was made by Dr. Hamper and seconded by Mr. Anderson. The motion carried.

Monitoring Report EL 4.5 – Financial Conditions

Chief Financial Officer Jeff Nutter presented the finance report as of October 31, 2017, as evidence of compliance with Executive Limitation Policy 4.5- Financial Conditions. He referred the Board to the following items in his written report:

- Tuition revenue encompasses only Fall 2017 enrollment, as Summer 2017 was transitioned to a trailer term.
- While CCP enrollment estimates are lacking, the college is optimistic there will be continued growth. There will be continued monitoring of possible revenue shortfalls.
- The cost of the Mobile Training Lab is included in the capital expenses detailed in the report.
- Also included in the report is the annual maintenance fees for the IT department, including maintenance of college serves.
- Pg. 3 – comparison of general expenses for this year and last year. This report is based off of the revised budget that was approved by the board
- The report includes a comparison of general expenses between the current fiscal year and the previous fiscal year. The report is based off of the revised budget that was previously approved by the Board.
- The college's audit has been underway, with firm members on campus to finish reviewing necessary financial information. The college's report has been filed with the Auditor of State as required.
- In January, the joint asphalt and lighting project with OSUM will go out to bid, as well as some renovations to HTC and the construction of a cadaver lab. The asphalt and lighting project will likely begin in May.

Mr. Young asked if MTC was included in selection of contracts for joint projects. Mr. Nutter explained he was included in all discussions regarding construction and joint project planning. President McCall also shared OSUM and MTC coordinate requests for the state's capital budget. The college's six year capital plan was also submitted to the state with general overviews of the college's renovation and construction plans. A detailed request will be submitted for the current biennium's capital budget.

Chairman Plotts called for a motion to approve the finance report. Motion was made by Mr. Parrott and seconded by Mr. Anderson. The motion carried.

Major Discussion Topic

President McCall directed the members to the strategic planning document for information on the college's strategic planning workshops. President McCall gave an overview of the workshops, which focused on the college's past, present, and hopes for the future. He noted the different viewpoints and priorities that were expressed during the process, including construction and facilities, challenges experienced in the past, programs created, and others. The plan includes six vision elements that help to shape the college's bold steps to achieving the main goal of successful students and a viable workforce for the community. The president's cabinet refined the game plans from the bold steps to set a timeline, project leaders, and action steps, as well as resources and challenges. The process yields an ongoing and evolving strategic plan. In January, President McCall will share with the Board more detail about the strategic plan. Dr. Hamper asked how the college would define which metrics determine successful completion of the bold steps. President McCall referred to a sample game plan to show the various success factors needed to complete the objective.

President's Report

President McCall highlighted the following items from his written report:

- The college submitted a form indicating interest in the Ohio Department of Higher Education's (ODHE) Strong Start to Finish Initiative. ODHE has provided data showing the number and percentage of students who earn credit in college level math or English courses during their first year. While MTC does well compared to other community colleges, there is still room for improvement. MTC will be implementing processes and a data system to track this metric moving forward.
- Jim Simpson, from Alvin Community College in Texas, has been helping MTC with data collection related to the Aspen Prize. Overall, MTC's composite score improved by 49.3%, with double digit percentage increases in: retention rate, 3-year graduation rates, minority 3-year graduation rates, and consistency over time.
- The Aspire program is on track to reach its enrollment goal of serving 83 students this year, having already achieved one third of that goal.
- MTC has the lowest cost-per-degree for all programs (except for the Criminal Justice OPOTA program) identified as duplicative with programs offered at OSUM, Columbus State Community College, and Central Ohio Technical College. The cost for each degree was found using data from ODHE and provided in the Duplicate Program Report.
- MTC hosted representatives from ODHE and several other higher education institutions on October 27th for the Bridges to Success Math Pathways Workshop.
- The Bryson Hall Dedication was held on November 16th, with the unveiling of a bronze plaque honoring Dr. Bryson. The Alumni Hall of Fame was also held that evening, honoring five inductees and revealing the new Hall of Fame gallery. Retirees were contacted and invited to the event. Over 100 people attended the evening ceremonies.
- The digital sign in front of the college received a makeover, including fresh paint and a new face with the updated MTC logo.

Monitoring Report EL 4.7 – Funding

The Board reviewed the provided monitoring report related to funding. President McCall noted this report will become more robust once a Foundation Director is hired, and more policies and procedures are implemented to realize the college's fundraising potential.

Policy Review/Governance Issues

Chairman Plotts noted he is putting together the president's evaluation, and will send the information to the members for input. The information will be summarized and shared with President McCall, and the Board will go into executive session at the January Board meeting to discuss further.

EL 4.8 Asset Protection

In order to effectively utilize and maintain Marion Technical College's facilities and property:

- (A) The President shall not allow the organization to operate without a regular assessment of needed maintenance to the facilities and property and required insurance.
- (B) The President shall not allow the organization to operate without addressing critical maintenance needs in a timely basis.
- (C) The President shall not acquire, divest, or lease real property without Board approval.
- (D) The President shall not divest of property when doing so will have a negative impact on Ends.
- (E) The President shall not begin new capital projects without a realistic operational plan.

President McCall shared the policy with the Board members, noting projects that are ongoing or anticipated to ensure the structural soundness of the college and its facilities.

Dr. Hamper asked if there was discussion on asset protection of medical equipment as far as online linked systems and security. Mr. Nutter noted IT has firewalls and offsite storage to protect against cyber-attacks. Dr. Hamper noted it would be a valuable thing to look into to protect against outside threats to the college's medical equipment.

Informational Items

President McCall shared the following informational items:

- MTC representatives will likely attend a legislative summit in Washington D.C. in February, and may also bring a few students along to meet with legislators.
- The AACC annual conference will be held in May in Dallas. President McCall, along with Chris Truax (OhioHealth) and Steve Fujii (Marion City Schools), submitted a presentation on GPS, and have yet to hear if they will be extended an invitation to present.

Executive Session

No executive session items.

Adjournment

There being no further business to come before the Board, Chairman Plotts asked for a motion to adjourn. Motion was made by Mr. Parrott and seconded by Ms. Somerlot. The motion carried. The meeting adjourned at 6:55 p.m.