

Marion Technical College
Board of Trustees
Virtual Board Meeting
Tuesday, January 19, 2021

Call to Order

Chair Anderson called the meeting to order at 5:30 p.m, with the Board meeting virtually. The state legislature granted temporary authority (House Bill 197 and 404, 133rd General Assembly) allowing public boards to meet remotely under the Ohio Open Meetings Act in response to the COVID-19 pandemic.

Roll Call

The Recording Secretary called the roll. Trustees present were Chair Tim Anderson, Mr. Kit Fogle, Ms. Jude Foulk, Dr. Justin Hamper, Mr. Gregory Moon, Mr. Don Plotts, and Mr. Ken Young.

Vice Chair Roxane Somerlot was absent.

Major Discussion Topic

Dr. McCall provided an update on the College's COVID-19 response. Classes on campus, largely labs and hands-on courses, have restarted during the second week of the term. Plans are being made to react if cases surge on campus at various points during the term. MTC will receive over \$2 million in COVID assistance funds from the most recent stimulus bill, with approximately \$480,000 required to be provided directly to students. The spending restrictions on the stimulus funds are likely to be less restrictive than funding under the CARES Act. Additionally, state funding is not expected to be cut for the upcoming biennium, although no formal budget has been released.

Ms. Foulk asked if faculty would be able to receive the COVID-19 vaccine in the second phase of distribution, and Dr. McCall noted the second phase is intended for K-12 faculty. Dr. McCall has reached out to K-12 districts where MTC faculty instruct CCP courses to ask those faculty be included on their distribution list, but it will depend on each district's plan. There has been no indication presently that higher education will be singled out as a priority.

Consent Agenda

1. Approval of preceding meeting minutes

Chair Anderson presented the consent agenda and called for a motion to approve the agenda. Motion was made by Mr. Plotts and seconded by Ms. Foulk. By a unanimous vote, the motion carried.

President's Report

The College, prior to the pandemic, was beginning to explore mental health services for students. With an influx of mental health funding from the state through CARES dollars, the College is able to offer services through ComPSYCH. Services are provided to students and those in their household, and are available 24/7. Students receive five, free counseling sessions per topic before they are matched with a local resource to provide more in-depth assistance.

Spring enrollment, which was budgeted at 10% down compared to final spring 2020 numbers, is currently around 7% down and moving in a positive direction.

Dr. McCall highlighted the positive outcomes of the 2020 Noel-Levitz Employee Satisfaction survey results with the Board. The survey, last reported to the Board in 2018, the College has improved in categories where it was behind or consistent with the national comparison group. Dr. McCall also noted the areas where the gap between importance and employee satisfaction highlights needed areas for improvements, such as communication between departments. All in all, the survey results highlighted positive progress across the College compared to national data and previous MTC surveys.

Dr. Hamper asked if MTC has identified what causes may be responsible for significant improvements between 2018 and 2020 compared to the comparison groups. Dr. McCall expected restructured departments, allowing for more input from across the College, especially through the College Leadership Council. Dr. McCall also cited improvement in consistent hiring procedures and policies, which was an area of improvement in the survey. Dr. Hamper asked about the response rate, and Dr. McCall shared 102 responses were received of the nearly 200 employees that received the survey; this includes all full-time and part-time employees and fall 2020 adjunct faculty. The executive team did not respond to the survey in order to maintain response integrity.

Monitoring Reports

EL 4.4 – Services

Dr. McCall discussed services with the Board, noting the impact that COVID-19 has had on being able to provide services to employees and students. Funding for employee tuition

reimbursement was maintained at its base level of \$25,000, which has been the minimum allocated since Dr. McCall began at MTC. In recent years, funding has exceeded \$50,000 annually. As COVID-related budget cuts impacted professional development and travel, free workshops and webinars were shared with employees, and in-house diversity, equity, and inclusion workshops were offered several times throughout the terms. Other programs and involvement are reviewed to ensure they meet the needs of the College and push the College to meet the Ends goals. Dr. McCall also highlighted software and services that should be scrutinized to ensure program duplication and limited use of software is not overlooked.

EL 4.5 – Financial Condition

Chief Financial Officer Rhonda Ward presented the finance report as of December 31, 2020, as evidence of compliance with EL Policy 4.5 - Financial Conditions. She referred the Board to the following items in her written report.

- Due to a requested extension, Clark Schaefer Hackett will present the College’s audit at the Board’s March meeting. This extension is a result of CARES funding that was received late in the year. The audit will be concluded by the end of January.
- Adjustments to the cost-share with Ohio State Marion over past fiscal years has reduced the College’s liability.
- The College has been reviewing in detail all grant awards and reconciling restricted and unrestricted funds. This does not impact expenditures, but rather ensures expenses are charged to appropriate budgets.
- The auditors also highlighted purchase requisitions created after an invoice is received and exceeding a \$3,000 threshold. While COVID has complicated processing, practices can also be improved to reduce instances of expenditures prior to a finalized purchase order. Creating blanket purchase orders to ensure proper encumbrance will solve many of these instances.

Dr. Hamper motioned to approve the monitoring reports, and Mr. Moon seconded the motion. By a unanimous vote, the motion carried.

Policy Review/Governance Issues

EL 4.5 – Financial Condition

Chair Anderson shared he felt the College has been in compliance with the policy, and noted future policy reviews the emphasis should be reviewing the content of the policy and whether those points are still applicable, as discussed with Dr. McCall. Mr. Plotts echoed the sentiment and felt reviewing policies following the applicable report was a positive. In regards to EL 4.5 –

Financial Condition, noting that a snapshot of College reserves would be more appropriate, as revenue influx is cyclical and spikes can inflate that number. Dr. McCall and Ms. Ward will review the request and bring thoughts to the Board at the March meeting.

EL 4.7 – Funding

Ms. Foulk, in reviewing the policy and most recent report, noted Dr. McCall's success in seeking grants, relationship with the MTC Foundation and Board of Directors, and ethical behavior were positive and the policy was appropriate as written.

EL 4.8 – Asset Protection

Mr. Fogle noted the facilities maintained by the College and the research and diligence put into the Marion Tech Downtown facility highlighted the success of the College. Mr. Plotts cited the relationship with Ohio State Marion is also important in protecting the College's assets and long-term planning for the campus.

Informational Items

Vice Chair Somerlot will be attending the ACCT National Legislative Summit in February.

Executive Session

Mr. Plotts motioned to return to open session, and Mr. Young seconded the motion. The Board returned to open session at 7:03 p.m.

Adjournment

Mr. Plotts made a motion to adjourn, and Mr. Fogle seconded the motion. There being no further business to come before the Board, Chair Anderson adjourned the meeting at 7:04 p.m.