

Marion Technical College  
**Board of Trustees**  
Regular Board Meeting  
Tuesday, April 14, 2020  
Virtual Board Meeting

**Call to Order**

Chair Foulk called the meeting to order at 5:34 p.m. The Board met virtually in response to the executive order from Governor Mike DeWine and Dr. Amy Acton, Director of the Ohio Department of Health, requiring Ohioans to stay at home to combat the spread of the novel coronavirus (COVID-19). The state legislature granted temporary authority (House Bill 197, 133<sup>rd</sup> 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 Jude Foulk, Mr. Tim Anderson, Mr. Kit Fogle, Mr. Gregory Moon, Mr. Don Plotts, Mr. Mark Russell, Ms. Roxane Somerlot, and Mr. Ken Young.

Dr. Justin Hamper was absent.

**Major Discussion Topic**

Dr. McCall gave an update to the Board on the College's reactions to the novel coronavirus (COVID-19), which has required the College to move all instruction to a remote format beginning on March 13, 2020 for the remainder of the spring semester and the summer semester. College employees are working remotely from home through a virtual private network and recording their work. Dr. McCall lauded the work of all of the employees for stepping up and working together in uncertain times to serve students. Regular virtual meetings are being held with College leadership teams, as well as a weekly town hall for all employees to hear updates and ask questions. Dr. McCall noted enrollment projections for the future are unknown; traditionally, in periods of recession enrollment increases as displaced workers seek additional skills, however this scenario is unprecedented. Additionally, classes at the correctional facilities may not be offered beginning in the summer term as the Ohio Department of Rehabilitation and Corrections is facing budget constraints. Dr. McCall noted the College is also thinking through the processes of how the College will reopen when the time comes.

Through the federal CARES Act, the College may receive \$953,875. At least half of that funding must be given directly to students, while the remainder is given to the institution to react to COVID-19. The College is considering how to distribute the funds, and is considering basing awards on Pell eligibility. However, all students enrolled for spring term will receive a portion of the funding. Additional funds will be held for additional aid requests from students for further assistance. The College is unaware of funding constraints that may be passed down from the state, and is monitoring any potential changes to state subsidy. With funding uncertainty, Dr. McCall assumed the College's budget presentation for the June Board meeting would be tentative with an adjustment needed later in the year.

Dr. McCall shared with the Board he feels the College is in a stable financial condition, touting the College's Senate Bill 6 and Higher Learning Commission composite scores. Mr. Plotts was pleased with the College's composite score of 5.7.

### **Consent Agenda**

1. Approval of preceding meeting minutes

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

### **President's Report**

Prior to the strains of COVID-19, the College's chapter of Phi Theta Kappa hosted the region's annual conference on campus in March. Dr. McCall noted he received praise from leaders at other chapters in Ohio on the leadership and success of the students leading the conference.

The College donated personal protective equipment (PPE) to the Marion County Emergency Management Agency (EMA) to support healthcare workers and first responders battling COVID-19.

Dr. McCall felt the College's transition to remote work and instruction has been successful. Most employees have access to a VPN to access the College's network. He acknowledged challenges with students having access to technology, caring for children, dealing with loss of work, or adapting to remote learning, but was overall hopeful.

Ms. Somerlot commended Dr. McCall and the College for the quick and thoughtful transition. Mr. Plotts felt the transition to online could be helpful for expansion of online offerings and recruitment in the future, and Dr. McCall explained there would continue to be ramifications but all of the College's courses are designed to move to online.

## **Monitoring Reports**

### EL 4.5 - Financial Condition

Chief Financial Officer Rhonda Ward presented the finance report as of March 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:

- Summer revenue is projected to be down about 10%, or \$53,000. This is anticipated due to the switch to remote and online instruction for the term due to COVID-19.
- Spring revenue remains ahead of the budget.
- Lab fees are likely to be reduced by \$35,000, however further analysis will be done to understand the impact to the budget. The College will also not charge parking fees for summer term, or the late payment fee which is not realized in the budget assumptions.
- The College is anticipating a 20% reduction in subsidy for three months over May and June, amounting to \$380,000.
- Planning for the FY21 budget has been delayed as the College awaits further funding changes from the state. Departments have been asked to focus on mission critical spending moving forward and for future budget planning.
- Renovations to Bryson Hall have been postponed as the state capital budget for FY20 has stalled, which would have funded the majority of the project. Existing capital funds totaling \$300,000 will likely be used to replace an HVAC unit or fire panel.

Mr. Moon asked if the CARES Act funding had not been budgeted for in the statements because the use of the funding is still to be determined, and Ms. Ward confirmed this was the case for the funding for the institution. Funding for students will be passed through the College directly to students. Ms. Somerlot asked if the College is tracking expenses and time reacting to COVID-19, and Ms. Ward noted the college is tracking COVID-19 related expenses for possible reimbursement. The College is also tracking the PPE donation and any future facility usage with the insurance provider for a possible FEMA reimbursement. Additionally, the College is tracking funds that have been reimbursed for travel that has been canceled.

Chair Foulk asked for a motion to approve the financial report. Mr. Plotts motioned to approve the report. The motion was seconded by Mr. Russell. By a unanimous vote, the motion carried.

## **Policy Review/Governance Issues**

### EL 4.4 Services

Mr. Russell shared with the Board the policy requires the President to ensure services and programs meet the College's Ends policies, and understand the financial impact of those services. The Board reviews the strategic plan and updates, including budget details, from the administration provide clarity to the Board on the compliance of the policy. Mr. Russell felt the policy was being met and no changes were needed.

#### Ends 1.2 Student Success

Mr. Plotts highlighted the focus of the policy, including career success and pathways, transfer options, and successful career transitions for second career students, displaced workers, and low-skilled/high-risk populations. Mr. Plotts noted while students leaving college do not reach the median household income for Marion County, an indicator of a livable wage for the policy, the data does not encompass a full year in the workforce. The College's alumni hall of fame highlights the success of the College's alumni and their career success. Additionally, the College's cohort default rate is among the lowest in Ohio community colleges. Regarding transfer, the College has over 100 bilateral transfer agreements, allowing students to transfer to many colleges and universities. Mr. Plotts noted the College's Aspire program allows second career students, low-skilled students, and others to further their education and gain additional skills. He noted while the Aspire program fell short of statewide goals in the past year, the program continues to succeed and is an important program for the community. Mr. Plotts felt the policy was being met and no changes were needed. Ms. Foulk asked Ms. Somerlot if the median household income was based on a family of four, and Ms. Somerlot was not sure the family size is a set detail. Ms. Somerlot did share that Marion County's median household income is low compared to neighboring counties, and was not sure that level was aspirational for graduates. Dr. McCall and Ms. Somerlot discussed what metrics could be used to account for student success related to wage for graduates, such as the average of the median household income for the College's service district. Dr. McCall will continue to explore additional metrics. Mr. Young noted MIT publishes national benchmarks for wage and earnings across the country. Mr. Moon asked why median household income was used as opposed to per capita, and Dr. McCall shared it was a recommendation by the Ohio Department of Higher Education (ODHE).

#### **Informational Items**

Mr. Russell will not seek reappointment to the Marion Technical College Board of Trustees, noting the time commitment required to serve as the Marion City Law Director. Mr. Russell served on the Board for 12 years. The trustees thanked Mr. Russell for his service to the Board.

Ms. Somerlot was reappointed to the Marion Technical College Board of Trustees by the local education caucus. Mr. Plotts term will end on April 29, 2020. He is still awaiting communication from the Governor's Office on his request for reappointment.

### **Executive Session**

Mr. Young made a motion to convene to executive session at 6:36 p.m. to discuss pending or imminent court action. The motion was seconded by Mr. Moon. Roll call was taken: Chair Foulk - aye, Mr. Anderson - aye, Mr. Fogle – aye, Mr. Moon – aye, Mr. Russell – aye, Mr. Plotts – aye, Ms. Somerlot – aye, and Mr. Young – aye. By a unanimous vote, the Board convened to executive session.

After a motion by Mr. Fogle and second by Mr. Plotts and by a unanimous vote, the Board returned to open session at 7:00 p.m.

### **Adjournment**

Mr. Anderson made a motion to adjourn, and Mr. Young seconded the motion. There being no further business to come before the Board, Chair Foulk adjourned the meeting at 7:02 p.m.