

Marion Technical College
Board of Trustees
Regular Board Meeting
Tuesday, June 23, 2020

Call to Order

Chair Foulk called the meeting to order at 5:30 p.m. The Board met in-person, while guests joined virtually. The state legislature granted temporary authority (House Bill 197, 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 Jude Foulk, Mr. Tim Anderson, Mr. Kit Fogle, Mr. Gregory Moon, Mr. Don Plotts, Ms. Roxane Somerlot, and Mr. Ken Young.

Dr. Justin Hamper was absent.

Major Discussion Topic

Dr. McCall shared the College continues to plan for students returning to campus for fall term. A student survey was deployed that indicated students are interested in both face-to-face and online classes. Classrooms will be altered to reduce section sizes for appropriate social distancing. The College's return to campus plan was reviewed by Marion Public Health, which was well received. Additionally, OhioHealth offered assistance to the College to contact trace positive cases and provide symptom hotline availability for employees. Dr. McCall noted there may be additional block grant dollars from the state's CARES funding for education to respond to COVID-19 costs, and likely an additional federal relief package. Regular town hall and leadership council meetings are held weekly to share relevant updates with employees.

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 Mr. Anderson and seconded by Mr. Plotts. By a unanimous vote, the motion carried.

President's Report

The College was awarded a \$477,000 National Science Foundation (NSF) grant for the engineering department to create a smart manufacturing degree and a \$75,000 STEM grant. Additionally, the College's RAPIDS funding was approved by the Controlling Board for release, totaling \$140,000 for health simulators. After some uncertainty, the state approved all higher education capital reappropriation funding, which will allow the College to replace an aging HVAC unit on Bryson Hall. As a part of the CARES Act funding, the College was eligible and awarded a strengthening institutions grant of \$47,000 to respond to COVID-19. Finally, Dr. McCall discussed the College's statement that was released regarding the death of George Floyd in police custody in Minnesota. In addition to the statement, Dr. McCall is working with the Welcoming Committee to develop and implement actionable items within the College's strategic plan to support inclusion and success for students from marginalized communities.

Mr. Moon asked if the NSF grant required industry partners to be named within the application, and Dr. McCall noted partners were named, including Festo, POET, and OhioHealth, and others may be added.

Monitoring Reports

EL 4.5 – Financial Condition

Chief Financial Officer Rhonda Ward presented the finance report as of May 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 was still ahead of budget, but the College continues to conservatively plan for revenue in case there are additional withdrawals.
- Prison classes were unable to run during the summer, impacting revenue and enrollment.
- Parking (\$6,000) and some lab fees (\$20,000) were refunded to students, as appropriate.
- Revenue losses due to COVID-19 and changes to state subsidy were highlighted.
- Overall expenses have increased in relation to COVID-19 needs, such as PPE and equipment, whereas other spending, including travel, professional development, supplies, is down.

Mr. Fogle motioned to approve the financial report, and Mr. Young seconded the motion. By a unanimous vote, the motion carried.

EL 4.6 – Financial Planning

Dr. McCall noted the interpretation of the report includes a request to create a COVID contingency fund using reserves to account for expenses not yet known. Ms. Ward noted the complexity of the budget preparation process, as many unknowns existed related to state funding

and enrollment trends. As a culmination of spending and request reductions, the budget reduced operating expenses by \$500,000. The budget included the following assumptions: 10% enrollment decrease, \$5 per credit hour tuition increase, 18% decrease in state subsidy, and removal of the Harding Home from the budget. The budget also included six vacant positions that will be held open, a retirement incentive, a 3.95% health insurance renewal increase, and voluntary employee furloughs. Most reductions were made to travel, professional development, advertising, and legal and professional budget lines. Budget fillers were identified to cover anticipated revenue loss, including charging expenses to grant revenue as applicable.

Mr. Young questioned if the College consulted with other institutions to estimate the anticipated subsidy and enrollment declines. Dr. McCall noted the College had discussed anticipations with other community colleges and with the Ohio Association of Community Colleges (OACC), but all assumptions were a best guess based on all available information.

In regards to the separate grant budget, Mr. Fogle asked what the Marion Community Foundation grant was, and Dr. McCall noted it is a grant to help the College purchase or lease a building in downtown Marion for the purposes of creating an innovation center.

Ms. Somerlot asked if the early retirement program was a true incentive and not a buy-out of service credit. Ms. Ward acknowledged the early retirement program is a fixed dollar incentive, not the purchase of service credit for individuals to meet years of service or age requirements.

The budget proposal requested the use of capital reserves be suspended for FY21, and that a COVID-19 contingency fund be established using reserves.

Mr. Young motioned to approve the FY21 budget and Mr. Plotts seconded. By a unanimous vote, the motion carried.

Policy Review/Governance Issues

Ms. Somerlot reviewed EL 4.9 – Treatment of Students, and noted the policy would intersect with diversity, equity, and inclusion efforts added to the strategic plan, and was interested to hear more about those efforts. She felt the Board policy, as supported by the evidence, was sufficient and no changes were necessary.

Mr. Anderson reviewed EL 4.10 – Treatment of Staff and shared the evidence that supported the policy, including the College's responsiveness to issues identified in employee surveys, and opportunities for professional development through increases in funding. He felt the Board policy was sufficient. Dr. McCall noted that while professional development funding was cut in

response to lost revenue due to COVID-19, \$25,000 was maintained for the employee tuition reimbursement program.

Chair Foulk reviewed EL 4.12 – Conflict of Interest and was unsure whether the policy was appropriate only focusing on the president and his interests. Ms. Somerlot and Mr. Plotts reaffirmed the policy was appropriate under the policy governance Board model, and the Board discussed the policy governance model in more detail. The group agreed the policy was sufficient.

Informational Items

In honor of Chair Foulk’s final meeting leading the Board, Dr. McCall presented her with a commemorative wooden gavel. Beginning in August, Mr. Anderson will become the Board Chair and will establish a nomination process to select a Vice Chair.

Mr. Plotts noted his reappointment request has not been approved by the Governor’s Office presently, so the June Board meeting is legally his last until the Governor’s Office makes an official appointment.

Executive Session

Chair Foulk motioned to convene into executive session at 6:48 p.m. to discuss the purchase of property for public purposes, or for the sale of property at competitive bidding. Roll call was taken: Chair Foulk - aye, Mr. Anderson - aye, Mr. Fogle – aye, Mr. Moon – 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 7:12 p.m.

Adjournment

Mr. Plotts made a motion to adjourn, and Mr. Anderson seconded the motion. There being no further business to come before the Board, Chair Foulk adjourned the meeting at 7:13 p.m.