

Marion Technical College  
**Board of Trustees**  
Regular Board Meeting  
Tuesday, August 18, 2020

**Call to Order**

Chair Anderson called the meeting to order at 5:34 p.m. The Board met in-person, while guests joined virtually. 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 Tim Anderson, Mr. Kit Fogle, Ms. Jude Foulk, Mr. Gregory Moon, Mr. Don Plotts, Ms. Roxane Somerlot, and Mr. Ken Young.

Dr. Justin Hamper was absent.

**Major Discussion Topic**

As the College prepares for the start of fall semester, classes will be held in a variety of formats, including online, hybrid, and in-person (if necessary). To adequately screen all individuals coming to campus, the College purchased three temperature scanners for the limited building entrances to quickly scan temperatures. The scanners will be monitored by nursing students as a part of their service hours. Masks and face coverings will be required when on campus, and social distancing will also be required. Compliance issues will be handled by the administration. Plexiglass is being installed in classrooms to create an additional barrier for faculty, and will allow faculty to instruct without a mask if a student has a hearing impairment and needs to lip read. The College's *Return to Campus Plan*, reviewed by Marion Public Health, is available online. Dr. McCall hosted a virtual student town hall to answer questions from students related to the plan, which is subject to change based on new guidance. The College will utilize a color coded system to determine which response level the College is observing related to COVID. Different levels will require different actions, such as all instruction moving remote or limiting individuals accessing campus. Those traveling to states identified by the State of Ohio as a hotspot for COVID will be asked to self-quarantine before returning to campus. Many uncertainties still remain as the semester begins, however the College is closely monitoring guidance from the CDC, Ohio Department of Health, and Marion Public Health.

## **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 Mr. Young. By a unanimous vote, the motion carried.

## **President's Report**

A student in the correctional facility had the opportunity to speak to Senator Rob Portman and Senator Sherrod Brown about his experience taking classes while incarcerated. Dr. McCall shared the student's report on those conversations, and noted the public perception of helping incarcerated enroll in college classes has improved over the years. The College is still working on re-entering one of the correctional facilities for the fall semester, and offering Pell for those students through the Second Chance Pell program in the near future.

The College is preparing for the opening of Marion Tech Downtown after signing a lease for the facility, located at 107 North Main Street. Updates to the space, including carpeting and painting, are underway. The College has received a great deal of positive feedback from community members and organizations about the new location. Dr. McCall was able to meet with Mayor Scott Schertzer and discuss the opportunities that will be available at the new location, and will also present to Rotary in the future.

The College's annual fall in-service was held virtually and featured a keynote speaker focused on diversity and micro-aggressions. The remaining breakout sessions were mainly hosted by MTC employees, showcasing different areas of expertise.

## **Monitoring Reports**

### **EL 4.1 – Communication and Counsel to the Board**

The President will communicate with the Board outside of regular meetings when situations arise that require the Board's input or for the purpose of sharing information. In the case that an individual Board member is seeking information, the President will respond to both the requesting Board member and the Board Chair. Examples of emails sent to the Board over the last year were shared.

### **EL 4.3 – Organizational Structure**

The College's functional organizational structure was shared with the Board to detail how the departments align. Some changes within the last year include institutional accreditation moving under the Chief of Staff, Human Resources shifting to Business Affairs, and the addition of the Innovation Center under Planning and Advancement.

#### EL 4.11 – Presidential Vacancy

The presidential vacancy plan details the line of succession in the absence of the President, beginning with the Executive Leadership Team. The College Leadership Council, led by the Dean with the most seniority, will be responsible for leading the College in consultation with the Board in the event that the entire Executive Leadership Team is unavailable.

#### EL 4.5 – Financial Condition

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

- The College is wrapping up FY20 financials and the year end audit, which includes year end entries, depreciation, and reconciliations. This year will also include tracking of CARES dollars expenses and potential carry forward of remaining funds.
- As fall term approaches, additional enrollment changes are expected to be reflected in the next finance report, as the presented report is financials as of July 31<sup>st</sup>.
- In the FY21 budget, enrollment was budgeted down a total of 10% for the entire year. The College continues to monitor enrollment changes compared to budget when considering revisions to the budget.
- Subsidy was budgeted to be down 18%, but the first state payment reflects only a 4.38% reduction with the caveat additional reductions could be made in the coming months based on the economy and tax receipts.
- The College received additional CARES funds from the state's allotment for education, which has been crucial to purchase PPE and technology.

Ms. Foulk motioned to approve the financial report, and Mr. Moon seconded the motion. By a unanimous vote, the motion carried.

#### **Policy Review/Governance Issues**

No Board policies or governance issues were discussed.

#### **Informational Items**

Ms. Somerlot has been named the Board Vice Chair for a term of July 1, 2020 to June 30, 2022.

### **Executive Session**

No executive session was held.

### **Adjournment**

Mr. Plotts made a motion to adjourn, and Mr. Young seconded the motion. There being no further business to come before the Board, Chair Anderson adjourned the meeting at 6:22 p.m.