

Meeting Minutes of the **BOARD OF TRUSTEES**



JANUARY 18, 2018 MEETING

The Southern State Community College Board of Trustees met on Wednesday, January 17, 2018 in the Community Room at Brown County Campus in Mt. Orab, Ohio.

At 12:05 p.m., Chair Pell called the meeting to order. Roll Call Vote was as follows:

Present:

Trustee Doug Boedeker
Trustee Brian De Bruin, Vice Chair
Trustee Paul Hall
Trustee Mike Pell, Chair
Trustee Lynn Stevens
Trustee Kristy Wilkin

Absent:

Trustee Brian Prickett
Trustee Kyle Rudduck

18.00

January 17, 2018 Agenda

Trustee Hall moved and Trustee De Bruin seconded that the Board accept the January 17, 2018 agenda as presented. Roll Call Vote was as follows:

Yes, acceptance of January 17, 2018 agenda:

Trustee Brian De Bruin, Vice Chair
Trustee Paul Hall
Trustee Lynn Stevens
Trustee Kristy Wilkin
Trustee Doug Boedeker
Trustee Mike Pell, Chair

18.01

Nominating Committee Recommendation / Voting of New Officers

On behalf of the Nominating Committee, Trustee Wilkin moved that Trustee Brian De Bruin be

appointed as Chair and Trustee Brian Prickett as Vice Chair. Trustee Hall seconded the motion. Roll Call Vote was as follows:

Yes, acceptance of nomination recommendation:

Trustee Paul Hall
Trustee Lynn Stevens
Trustee Kristy Wilkin
Trustee Doug Boedeker
Trustee Mike Pell, Chair

Abstain:

Trustee Brian De Bruin

After acceptance, Trustee Pell passed the gavel to Trustee De Bruin.

18.02

Consideration of Minutes – November 29, 2017

Trustee Pell moved and Trustee Boedeker seconded that the Board accept the November 29, 2017 minutes as presented. Roll Call Vote was as follows:

Yes, approval of November 29 Minutes:

Trustee Mike Pell
Trustee Lynn Stevens
Trustee Kristy Wilkin
Trustee Doug Boedeker
Trustee Paul Hall
Trustee Brian De Bruin, Chair

18.03

Monitoring Confirmation

President's Report

President Boys congratulated Trustee De Bruin and Trustee Prickett, as well as expressed his appreciation to Trustee Pell for his two years of service as Chair. He elaborated on several items from his written report, beginning with the new biennium capital budget and SSCC's required submission of a six-year capital plan (2019-2024). The priorities (in order) for any newly awarded capital funds would be applied toward renovations in the Health Sciences Department, sidewalk door and window projects at Central Campus, and renovation of the Student Study Center at

North Campus. President Boys shared details of his recent meeting with the Governor and K-12 business leaders at the “Jobs and Skills of the Future” meeting in Columbus, which focused on the future of education, emphasizing skills and knowledge verses degrees. He also explained a timeline to renew SSCC’s strategic plan. In the spring, an environmental scan/SWOT analysis will be conducted (internal and external), and in the summer/fall, priorities will be identified for the next several years.

18.04

Financial Reports

Mr. Jim Buck had nothing to add to his written report. He commented that enrollment appeared to be down between 2.5% and 4%, and numbers could be finalized in the next few days, after the final day to drop/add a class.

18.05

Trustee Boedeker moved and Trustee Stevens seconded to approve the January 2018 President’s Report and Financial Reports as presented. Roll Call Vote was as follows:

Yes, approval of President’s Report and Financial Reports:

- Trustee Lynn Stevens
- Trustee Kristy Wilkin
- Trustee Doug Boedeker
- Trustee Paul Hall
- Trustee Mike Pell
- Trustee Brian De Bruin, Chair

18.06

Approval of Revised 2018 Budget

Mr. Jim Buck presented a revised 2018 budget, explaining the slight enrollment status adjustment (0.5%), and also discussing the career services fee. He answered questions from Trustee Hall regarding funds for academic support, as well as the operating expenses. Trustee Pell moved and Trustee Wilkin seconded to approve the revised 2018 budget as presented. Roll Call Vote was as follows:

Yes, approval of revised 2018 budget:

- Trustee Lynn Stevens

Trustee Kristy Wilkin
Trustee Doug Boedeker
Trustee Paul Hall
Trustee Mike Pell
Trustee Brian De Bruin, Chair

18.07

Approval of BHDP Architecture Service Contract Resolution

President Boys thanked Trustee Boedeker for joining he and Mr. Buck in reviewing project proposals from 17 architect firms. All three agreed on the top three firms to interview, and BHDP Architecture was unanimously chosen. The following resolution was presented to the Board:

**SOUTHERN STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 17, 2018**

Resolution re: Professional Design Services for Adams County Satellite Campus Project

WHEREAS, the College received and evaluated seventeen responses to a request for qualifications related to design services for the new satellite campus in Adams County; and

WHEREAS, from a shortlist of three interviewed firms, BHDP Architecture was selected;

BE IT RESOLVED, that the Southern State Community College Board of Trustees hereby approves a professional service contract with BHDP Architecture in the amount of \$381,000, which includes basic services of \$225,000, additional services of \$112,500, including inspections and testing, and reimbursable expenses not to exceed \$43,500.

Trustee Hall moved that the Board approve the resolution, and Trustee Wilkin seconded the motion as presented. Roll Call Vote was as follows:

Yes, approval of BHDP professional service contract:

Trustee Doug Boedeker
Trustee Brian De Bruin, Vice Chair
Trustee Brian Prickett

Trustee Kyle Rudduck
Trustee Lynn Stevens
Trustee Kristy Wilkin
Trustee Mike Pell, Chair

18.08

Approval of ARC Grant Resolution

President Boys explained that this grant request was for the maximum amount, \$250,000, and stands a good chance of being approved. He thanked Amy McClellan, Jeff Montgomery and Nicole Roades for their diligent work in putting the grant application together. The following resolution was presented to the Board:

**SOUTHERN STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 17, 2018**

Resolution of Support for Appalachian Regional Commission Grant Application

WHEREAS, the Southern State Community College Board of Trustees has established the mission of providing affordable, accessible, and high-quality education in our service area and beyond; and

WHEREAS, in furtherance of this mission the Board of Trustees has recently purchased land for the purpose of establishing a more accessible education and training facility for the residents of Adams County; and

WHEREAS, Adams County, in particular, lags the state and region in educational attainment; and

WHEREAS, a recently announced closure of a major employer located within the county places additional stresses to the economic vitality of the county; and

WHEREAS, Southern State Community College endeavors to build the economic capacity through providing post-secondary education and workforce training with a focus on Information Technology, Cloud Computing, and Manufacturing Engineering; and

WHEREAS the close proximity of this new facility to the Secondary Career Technical Center facilitates a close working relationship creating new educational pathways to students; and

WHEREAS, the Southern State Board of Trustees seeks additional resources to equip its facility with the required computers, virtual learning classrooms, and manufacturing equipment and simulators;

BE IT RESOLVED, that the Southern State Community College Board of Trustees hereby supports this effort, authorizes the President to file this grant application with the Appalachian Regional Commission, and commits to the financial match required in Adams County.

Trustee Stevens moved and Trustee Hall seconded to approve the resolution in support of filing the ARC grant application, as presented. Roll Call Vote was as follows:

Yes, approval of ARC grant resolution:

Trustee Doug Boedeker

Trustee Paul Hall

Trustee Mike Pell

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Brian De Bruin, Chair

18.09

Civil Rights On-Site Review Notification Letter

President Boys referenced the notification letter included in the Board packets, regarding an upcoming civil rights compliance audit. Because of SSCC's involvement in adult education (through the AOC/GED programs), he explained the importance of also being compliant with the Department of Education. He noted this audit as a good opportunity to improve and solidify our policies and practices on discrimination, etc.

18.10

Brown County Update

Dr. J.R. Roush provided a comprehensive update on happenings at the Brown County Campus. These included online success workshops, AOC orientations, Accuplacer testing, a Brown County Chamber meeting, speed mentoring with Clermont Chamber members and off-site CCP orientations at local high schools.

18.11

Next Meeting

Board Retreat/Next Meeting | TBD, March 21-22, 2018 | Columbus, OH

18.12

Adjournment

At 12:36 p.m., on Wednesday, January 17, 2018, Trustee Pell moved and Trustee Wilkin seconded that the meeting be adjourned. All were in favor.

NOTE: Copies and/or originals of all documents referenced throughout the minutes are on file (BOARD OF TRUSTEES \ January 17, 2018 \ meeting) in the President's office unless otherwise noted.



President



Chairman



Secretary