

# Meeting Minutes of the **BOARD OF TRUSTEES**



**SOUTHERN STATE**  
COMMUNITY COLLEGE

MAY 4, 2018 MEETING

The Southern State Community College Board of Trustees met on Friday, May 4, 2018 at Southern State Community College, Central Campus, 100 Hobart Drive, Hillsboro, Ohio.

At 4:30 p.m., Chair De Bruin called the meeting to order. Roll Call was as follows:

**Present:**

Trustee Doug Boedeker  
Trustee Mike Pell  
Trustee Brian Prickett, Vice Chair  
Trustee Lynn Stevens  
Trustee Kristy Wilkin  
Trustee Brian DeBruin, Chair

**Absent:**

Trustee Paul Hall  
Trustee Kyle Rudduck

18.30

## **Consideration of Agenda**

Trustee Pell moved and Trustee Prickett seconded that the May 4, 2018 agenda be approved.

Roll Call Vote was as follows:

**Yes, acceptance of May 4, 2018 agenda:**

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

18.31

## **Motion to go into Executive Session**

At 4:32 p.m., Trustee Stevens moved and Trustee Boedeker seconded that the Board go into executive session for the purpose of discussing the sale or purchase of property and collective

bargaining. Roll Call Vote was as follows:

**Yes, acceptance of entering into Executive Session:**

Trustee Brian Prickett, Vice Chair

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Doug Boedeker

Trustee Mike Pell

Trustee Brian De Bruin, Chair

18.32

**Motion to Reconvene General Session**

At 4:48 p.m., Trustee Prickett moved and Trustee Boedeker seconded that the Board come out of executive session and reconvene the general meeting. All were in favor.

18.33

**Consideration of Minutes**

Trustee Pell moved and Trustee Stevens seconded that the March 21-22, 2018 minutes be adopted as presented. Roll Call Vote was as follows:

**Yes, acceptance of March 21-22, 2018 minutes:**

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Doug Boedeker

Trustee Mike Pell

Trustee Brian Prickett, Vice Chair

Trustee Brian De Bruin, Chair

18.34

**Monitoring Confirmation**

**President's Report**

In addition to his written report, Dr. Boys recognized Mr. Pell who is completing his first six year term as a Trustee. He noted that Mr. Hall is also completing his current term and will be

recognized at a future time. Additionally, Dr. Boys reported that Rachel Cummings was recently appointed to the Board for a term beginning May 18, 2018.

18.35

### **Financial Reports**

In addition to the written March and April financial reports, Mr. Buck noted that we should be close to ending the current budget year within 3 percent of the projected budget, depending on summer enrollment. No budget surplus is anticipated. He also reported that the fiscal year 2017 audit had been completed and reviewed by the finance committee. The audit was once again an unqualified, or clean, audit. Budget for fiscal year 2019 is currently being finalized.

18.36

Trustee Pell moved and Trustee Prickett seconded to approve the May 2018 President's Report and the March and April Financial Reports. Roll Call Vote was as follows:

**Yes, approval of Reports:**

Trustee Doug Boedeker

Trustee Mike Pell

Trustee Brian Prickett, Vice Chair

Trustee Lynn Stevens

Trustee Kristy Wilkin

Trustee Brian De Bruin

18.37

### **Consideration of the approval on Collective Bargaining Agreement MOU**

Trustee Boedeker moved and Trustee Stevens seconded to approve the memorandum of understanding with the Southern State Education Association modifying the current language in Article XVIII-Section 18.032 of the current Collective Bargaining Agreement. Roll Call Vote was as follows:

**Yes, approval of the Memorandum:**

Trustee Mike Pell

Trustee Brian Prickett, Vice Chair

Trustee Lynn Stevens

Trustee Kristy Wilkin  
Trustee Doug Boedeker  
Trustee Brian De Bruin, Chair

18.38

### **Report from the Finance Committee**

Trustee Pell provided the minutes of the April 19, 2018 Finance Committee meeting and based upon that meeting, put forward two recommendations of the Finance Committee.

First, the Finance Committee recommended that the Board consider a tuition increase in the amount of \$10 per credit hour through the following resolution:

Whereas the Board Finance Committee has reviewed financial data related to enrollments and operating costs, and have concluded that a tuition increase is warranted;

And Whereas Southern State Community College's tuition remains one of the lowest among non-levy two-year colleges in Ohio;

And Whereas the State of Ohio allows for tuition increases up to \$10 per credit hour in Fiscal Year 2019;

Be it resolved that the Southern State Community College Board of Trustees approves a \$10 per credit hour tuition increase effective Fall Semester 2018.

Mr. De Bruin inquired about the last time tuition was increased. Dr. Boys reported and Mr. Buck concurred that it had been three years. Dr. Boys reminded the Board that it had approved a tuition increase for the current academic year, however, that increase was not provided due to the Governor's veto in the biennium budget.

#### **Yes, approval of the Resolution to increase tuition:**

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

18.39

Mr. Pell also brought forward the Finance Committee's resolution to approve the Fiscal Year 2017 Audit:

Whereas the Auditor of the State of Ohio has approved and released the College's Annual Audit report for the Fiscal Year 2017;

Be it resolved that the Southern State Community College Board of Trustees approves the acceptance of the Annual Audit Report for Fiscal Year 2017.

**Yes, approval of the Resolution to approve the Fiscal Year 2017 Audit:**

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

18.40

**Faculty Emeritus**

Dr. Boys brought forward a recommendation by the SSCC Faculty Senate and the Vice President of Academic Affairs to bestow the honor of Faculty Emeritus upon retired faculty member, Eric Patton. The letter of recommendation was included in the Board's packet.

Trustee Boedeker moved and Trustee Stevens seconded to approve Eric as Faculty Emeritus upon the recommendation of the Faculty Senate and Vice President of Academics.

18.41

**Yes, approval of Recommendation**

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

18.42

**Consideration of Textbook Policy**

Dr. Boys recommended the Board's adoption of a policy governing textbook selection and

noted such a policy was required in the most recent biennium budget. The recommended policy is as follows:

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- A. Textbooks and other materials are selected by faculty for the benefit of student learning. The College affirms the right of faculty to select the best course material available for a given course while also acknowledging responsibility in developing and supporting a variety of textbook affordability measures. In accordance with House Bill 49, Southern State Community College has adopted the following policy for faculty to follow when selecting and assigning textbooks and instructional materials.
  
  - B. It is the policy of the College that faculty, staff and students have appropriate options as well as pertinent and timely information when selecting and purchasing textbooks. To this end, the College encourages the following:
    - 1. Consideration of educational content, necessity of course materials, and cost when making textbook and course material selections.
    - 2. Timely selection and adoption of textbooks so that students may have a meaningful opportunity to explore budget sensitive options.
    - 3. When possible, faculty are encouraged to adopt texts for multiple years as a means of reducing costs to students.
    - 4. Where appropriate, consider use of open-source textbooks and course materials.
    - 5. Select required textbooks and other educational materials which allow for resale and reuse.
  
  - C. Compliance with all federal (Higher Education Opportunity Act) regulations regarding transparency in posting of selected texts is required. This includes price disclosure, copyright dates, ISBN numbers, book title, authors, and publisher information.
  
  - D. Faculty may require textbooks and other materials either self-authored or in which the faculty has financial interest when it has been determined that those material are best suited to meet the course objective. However, pursuant to Section 3.13 of the Policy and Information Manual, no member of the College community may profit

from these materials. Therefore, such textbook or course material assignments must be approved by the Vice President of Academic Affairs.

- E. Complimentary textbooks received by Southern State faculty or employees because of employment at Southern State, whether such books are solicited or unsolicited, shall not be sold.

Trustee Boedeker moved and Trustee Prickett seconded that the textbook policy be adopted as recommended:

**Yes, approval of Recommendation**

- Trustee Doug Boedeker
- Trustee Mike Pell
- Trustee Brian Prickett, Vice Chair
- Trustee Lynn Stevens
- Trustee Kristy Wilkin
- Trustee Brian De Bruin, Chair

18.43

**Adjournment**

At 5:17 p.m., Friday, May 4, 2018 Trustee Wilkin moved and Trustee Prickett 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 \ May, 4 2018 \ meeting) in the President's office unless otherwise noted.



\_\_\_\_\_  
President



\_\_\_\_\_  
Chairman



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Secretary