

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



**SOUTHERN STATE**  
COMMUNITY COLLEGE

AUGUST 18, 2021 MEETING

The Southern State Community College Board of Trustees met on Wednesday, August 18, 2021 at 6:00 p.m. in Room 347 at Central Campus, located at 100 Hobart Drive in Hillsboro.

At 6:03 p.m., Chair Prickett called the meeting to order. Roll Call was as follows:

**Present:**

Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Brian Prickett, Chair  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens

**Absent:**

Trustee Doug Boedeker

21.62

## Consideration of Agenda

Trustee Rudduck moved and Trustee Stevens seconded that the August 18, 2021 meeting agenda be approved. Roll Call Vote was as follows:

**Yes, acceptance of August 18, 2021 meeting agenda:**

Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Brian Prickett, Chair

21.63

## Consideration of Minutes

Trustee O'Hara moved and Trustee Milstead seconded that the Board accept the June 16 meeting minutes as presented, and the July 19 special meeting minutes after amending the members present in Section 21.57 to include Tracy O'Hara . Roll Call Vote was as follows:

**Yes, acceptance of June 16 and amended July 19 special meeting minutes:**

Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Brian Prickett, Chair

21.64

**Monitoring Confirmation**

**President's Report**

President Boys expressed appreciation to the many involved in the Health Science Center renovation from start to finish, and mentioned the plan to have a grand opening/ribbon-cutting ceremony later in October. He also summarized his luncheon with fellow Ohio community college presidents at Governor DeWine's residence, and shared his gratefulness for the Governor's leadership and concern for challenges in higher education.

From his written report, he highlighted the hiring of new CFO, Steven Hinshaw, and expressed his appreciation for Dan Schall and the Shared Resource Center for their assistance in the interim. He also highlighted four new full-time faculty members: Brian Birkhimer, Jamie Harmount, Robert Krauss and Zachary Kronick.

21.65

**Financial Reports**

Mr. Dan Schall reported positive budget news for the month of June, including a \$1.7 million surplus, and compared July numbers against a flat budget from the previous year.

21.66

Trustee Rudduck moved and Trustee Stevens seconded to approve the August President's Report and the June and July Financial Reports. Roll Call Vote was as follows:

**Yes, approval of Reports:**

Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings

### Approval of FY22 Budget

Mr. Dan Schall distributed a handout for the Board comparing FY21 and FY22 budgets, including a conservative FY22 plan for a 10% decline in enrollment and income, overall projecting a \$700,000 surplus. He mentioned the 10-year plan that will transition with the change in CFO, and there was brief discussion of HEERF funds.

On behalf of the Finance Committee, Trustee Rudduck thanked all SSCC faculty and staff for persevering through some challenging times and tough decisions, noting the current exciting times and opportunities ahead.

Trustee Newman moved and Trustee O'Hara seconded that the Board accept the proposed FY22 budget, as presented. Roll Call Vote was as follows:

**Yes, acceptance of FY22 budget:**

Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Brian Prickett, Chair

### Approval of Increased Tuition Rates

After President Boys offered a brief history of how past legislation has regulated tuition, including advocacy from the Ohio Association of Community Colleges (OACC), Trustee Rudduck moved and Trustee Stevens seconded that the Board accept the following resolution regarding tuition increase for Spring and Fall 2022:

***SSCC Board of Trustees Resolution re:  
Tuition Increase effective Spring Semester 2022 and Fall Semester 2022  
August 18, 2021***

*Whereas the Board Finance Committee has reviewed financial data related to enrollments and operating costs, and has concluded that a tuition increase can be delayed for one semester;*

*And Whereas HB 110 provides a Board of Trustees with the authority to increase tuition up to \$5 per credit hour in Fiscal Year 2022 and an additional \$5 per credit hour in Fiscal Year 2023;*

*Be it resolved that the Southern State Community College Board of Trustees approves a \$5 per credit hour tuition increase first effective for Spring Semester 2022, and a subsequent \$5 per credit hour tuition increase first effective for Fall Semester 2022.*

Roll Call Vote was as follows:

**Yes, acceptance of tuition increase resolution:**

Trustee Kyle Rudduck, Vice Chair

Trustee Lynn Stevens

Trustee Rachel Cummings

Trustee Dennis Milstead

Trustee Jeff Newman

Trustee Tracy O'Hara

Trustee Brian Prickett, Chair

21.69

**Approval of Barrera Trust Resolution of Assignment and Authorization**

Regarding the establishment of the Sara M. Barrera Memorial Trust Scholarship, Dr. Nicole Roades shared a brief history of the generosity and legacy of Ms. Barrera, details of the estate value and earnings, as well as criteria for the scholarship. A special thanks was given to Susan Davis, Steven Thompson and David Kessler for their assistance throughout the process. Brief discussion about a legacy wall followed. Trustee Cummings moved and Trustee Newman seconded that the Board accept the resolution of assignment and authorization for the President to sign the Assignment Agreement below:

**ASSIGNMENT AGREEMENT**

This Assignment ("Assignment") is entered into as of the 18th day of August, 2021, by and between the Board of Trustees of Southern State College, an Ohio State Community College (hereinafter "Assignor") and the Southern State Community College Foundation, a not-for-profit Ohio corporation (hereinafter, "Assignee"):

**WHEREAS**, the Assignor is the sole beneficiary of the Sara M. Barrere Memorial Scholarship Trust (the “Trust”), and;

**WHEREAS**, Assignee is a charitable entity created by Assignor for the purpose of facilitating gifts, bequests and other charitable contributions to Assignor, as well as the awarding of scholarships to students of Assignor, and;

**WHEREAS**, Assignor wishes to transfer and assign to the Assignee all of the Assignor’s rights and interests in and to, and obligations under, the Trust, and the Assignee wishes to be the assignee and transferee of such rights, interests, and obligations, and;

**WHEREAS**, the Trust document permits an assignment of this nature and the Trustee of the Trust approves this assignment by the Assignor of all of its rights, interests and obligations in the Trust to the Assignee;

**NOW, THEREFORE**, the parties hereto, intending to be legally bound, do hereby agree as follows:

1. Assignment and Assumption. The Assignor hereby transfers and assigns to the Assignee, and the Assignee hereby acquires from the Assignor all of the Assignor’s rights, and interest in and to the Trust, of whatever kind or nature, including but not limited to receipt of income and the corpus of the Trust, should it be distributed in whole or in part. The Assignee hereby assumes and agrees to perform all obligations, duties, liabilities and commitments of the Assignor under the Trust, of whatever kind or nature. Assignee agrees to award the scholarships funded by the Trust according to the wishes of the Settlor of the Trust, Sara M. Barrere, as set forth in the Trust document.
2. Reversion. Assignor may revoke and cancel this Assignment at any time by providing written notice to Assignee and the Trust, whereupon, all right title and interest to the Trust income, corpus and all other right and title assigned hereby shall vest once again in Assignor. No reversion shall be effective or enforceable until both Assignee and the Trustee of the Trust receive from Assignor written notice of the cancellation and reversion.
3. Effectiveness. This Assignment Agreement shall be effective as of the date first set forth above.
4. Governing Law: Binding Effect. This Assignment Agreement shall be governed by and construed in accordance with the laws of the State of Ohio applicable to contracts made and performed in such state without giving effect to the choice of law principles of such state that would require or permit the applicable of the laws of another jurisdiction.

**IN WITNESS WHEREOF**, the Assignee, Assignor, and Trust have executed this Assignment as of the date first set forth above.

Roll Call Vote was as follows:

**Yes, acceptance of authorization for President to sign assignment agreement:**

Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Brian Prickett, Chair

21.70

**Approval of Corporate Resolution Regarding Authorized Signers**

In response to the appointment of new CFO, Dr. Steven Hinshaw, Trustee Milstead moved and Trustee O'Hara seconded that the Board accept the following resolution regarding authorized signers:

***SSCC Board of Trustees Resolution re:  
Corporate Resolution – Authorized Signers  
August 18, 2021***

*WHEREAS, the Board affirms the President's appointment of Dr. Steven Hinshaw as the VP of Financial Services/CFO of Southern State Community College effective September 1, 2021; THEREFORE BE IT RESOLVED, the Board of Trustees approves the addition of Dr. Steven Hinshaw and the removal of Mr. Dan Schall (as of September 1, 2021) as authorized signers on all Southern State Community College and Foundation deposit and investment accounts. This would be in addition to signers Dr. Kevin Boys, President, Dr. Nicole Roades, VP of Academic Affairs and Kathy Pierson, Assistant Treasurer.*

Roll Call Vote was as follows:

**Yes, acceptance of resolution re: authorized signers:**

Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara

Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Brian Prickett, Chair

21.71

### Approval of Policy on Board Member Electronic Participation

As a result of continued advocacy from the OACC, legislation was recently passed to allow Board members to occasionally be able to attend meetings virtually. Trustee Cummings moved and Trustee Rudduck seconded that the Board accept the addition of the proposed Section 4.f to their Board Policy Manual, regarding attendance via electronic communication, as presented. Roll Call Vote was as follows:

#### **Yes, acceptance of adding Section 4.f policy:**

Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Brian Prickett, Chair

21.72

### Approval of Policy on Return of Title IV Funds

Trustee Milstead moved and Trustee Cummings seconded that the Board accept the proposed policy on the Return of Title IV Funds, as presented. Roll Call Vote was as follows:

#### **Yes, acceptance of policy on return of Title IV funds:**

Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Brian Prickett, Chair

21.73

### Executive Session

At 6:45 p.m., Trustee Stevens moved and Trustee Milstead seconded to move into executive session for the purpose of discussing the purchase or sale of property and the appointment and compensation of public employees. Roll Call Vote was as follows:

**Yes, approval of moving into executive session:**

Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Brian Prickett, Chair

21.74

Trustee Rudduck moved and Trustee Stevens seconded that the Board come out of executive session. They entered back into regular session at 7:19 p.m.

21.75

### Approval of President's Letter of Resignation

Upon returning to regular session, President Boys read his letter of resignation to the Board, expressing his gratefulness to past and current trustees. Several Board members returned the appreciation, noting reluctant approval. Trustee Milstead moved and Trustee Stevens seconded that the Board accept President Boys' letter of resignation for the purpose of retirement effective June 30, 2022. Roll Call Vote was as follows:

**Yes, approval of letter of resignation:**

Trustee Kyle Rudduck, Vice Chair  
Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Brian Prickett, Chair

21.76



## Approval of RFP Release to Higher Education Search Firms

Trustee Cummings moved and Trustee O'Hara seconded that the Board authorize the Board Chair and Vice Chair to work with staff to prepare and release a Request for Proposals to Higher Education Search firms to assist the Board with its search for a successor president. Roll Call Vote was as follows:

### **Yes, approval of RFP release to Higher Ed Search firms:**

Trustee Lynn Stevens  
Trustee Rachel Cummings  
Trustee Dennis Milstead  
Trustee Jeff Newman  
Trustee Tracy O'Hara  
Trustee Kyle Rudduck, Vice Chair  
Trustee Brian Prickett, Chair

21.77

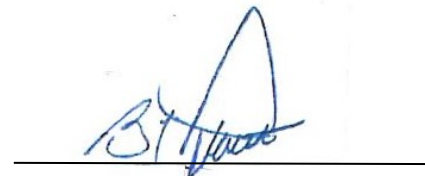
## Adjournment

At 7:25 p.m. on Wednesday, August 18, 2021, Trustee Cummings moved and Trustee Newman seconded that 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 \ August 18, 2021 \ meeting) in the President's office unless otherwise noted.



President



Chairman



Secretary