

OWENS COMMUNITY COLLEGE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MAY 7, 2024 ~ MINUTES

**Call to Order** – Chair Mary Beth Hammond called the meeting to order at 12:31 p.m., and directed the record to show the meeting was held in accordance with the policies of the Board of Trustees, and the Ohio Revised Code, Section 121.22 and Chapter 3358.

**Roll Call** – Roll call was taken, and the following members were present: Mike Bridenbaker, Mary Beth Hammond, Srini Hejeebu, Matt McAlear (remote), Sherina Ohanian, Rich Rowe, Rita Russell (remote) and Diana Talmage. (8) Travis Reiff (remote) at 12:58 p.m. (9)

**Minutes of the Board of Trustees** – The minutes of the April 9, 2024 regular meeting were provided to the Board of Trustees; and, hearing no corrections, the chair declared the minutes were accepted as written.

**EXECUTIVE SESSION**

Chair Hammond announced an executive session for discussion of pending or imminent court action with general counsel from the Office of the Attorney General. Dr. Hejeebu made a motion to adjourn to executive session as specified. Ms. Ohanian seconded the motion; and, the Chair called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Rich Rowe, aye; Rita Russell, aye; and Diana Talmage, aye. (8).

Upon return from executive session, roll call was taken and the following members returned to open session. Roll Call: Mike Bridenbaker, Mary Beth Hammond, Srini Hejeebu, Matt McAlear, Sherina Ohanian, Rich Rowe, Rita Russell and Diana Talmage. (8).

**Recognition of Student:  
- Emma Rodeheaver**

RESOLUTION 2024-05-07-01

WHEREAS, the Board of Trustees Student Life Committee was chartered to recognize and celebrate students for their achievements in academics, community engagement, volunteerism, and involvement in student leadership and student life; and

WHEREAS, Christine Smith, Chair, Radiologic Technology, nominated student Emma Rodeheaver for her extraordinary community engagement and volunteerism; and

WHEREAS, Emma Rodeheaver devoted more than 100 hours to various volunteer initiatives, both within the College and in the broader community, including 80 hours at the West Unity Community Center, which speaks volumes of her character and passion for making a positive impact; and

WHEREAS, Emma Rodeheaver is a candidate for graduation for an Associate Degree of Applied Science;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees recognizes and congratulates **Emma Rodeheaver** with a **Certificate of Recognition for Extraordinary Community Engagement and Volunteerism**.

Ms. Talmage read the recognition aloud, and she made a motion to award the recognition to the student, which was seconded by Dr. Hejeebu. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Recognition of Student:**

**- Zoe Wuest**

RESOLUTION 2024-05-07-02

WHEREAS, the Board of Trustees Student Life Committee was chartered to recognize and celebrate students for their achievements in academics, community engagement, volunteerism, and involvement in student leadership and student life; and

WHEREAS, Brittany Moore, Instructor (Adjunct), Dental Hygiene, nominated student Zoe Wuest for her exceptional student leadership and student life involvement; and

WHEREAS, Zoe Wuest demonstrated her dedication to the profession of dental hygiene by serving as a liaison of the Owens student chapter of the American Dental Hygienists' Association to the local executive board, Toledo Dental Hygienists' Association; moreover, she was elected as student delegate in 2022 and 2023 to the annual state conference of the Ohio Dental Hygienists' Association; and, at such she was elected as the ODHA student voting delegate representing the student voice in the professional delegation at the state level; and

WHEREAS, also at the state level, she participated in the ODHA Advocacy Day at the Ohio State House meeting with legislators and state representatives as an advocate for dental hygiene; and

WHEREAS, Zoe Wuest has demonstrated leadership and student life involvement as a Service and Leadership Scholar through Owens' Center for Campus and Community Connections and she earned more than 100 hours in community outreach and volunteering; and

WHEREAS, Zoe Wuest is a cum laude candidate for graduation for an Associate Degree of Applied Science;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees recognizes and congratulates **Zoe Wuest** with a **Certificate of Recognition for Exceptional Student Leadership and Student Life Involvement**.

Dr. Hejeebu read the recognition aloud, and he made a motion to award the recognition to the student, which was seconded by Ms. Ohanian. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Recognition of Student:  
- Kirk Gibson**

RESOLUTION 2024-05-07-03

WHEREAS, the Board of Trustees Student Life Committee was chartered to recognize and celebrate students for their achievements in academics, community engagement, volunteerism, and involvement in student leadership and student life; and

WHEREAS, Lyndsay Dimick, Advisor, International Students, nominated student Kirk Gibson for his exemplary academic achievement; and

WHEREAS, Kirk Gibson had an active role in completing a strategic course of study in three semesters at Owens to transfer and apply to attain his ultimate academic goal of pursuing a law degree at Cornell University; and

WHEREAS, Kirk Gibson upheld a maximum, full-course load beyond 18 credit hours, while maintaining full F-1 status as an international student, and balancing the rigorous expectations and requirements as a student athlete in baseball; and

WHEREAS, Kirk Gibson has demonstrated exemplary academic achievement every semester on the Dean's List; is a candidate for graduation for an Associate of Arts, achieving highest Summa Cum Laude honors;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees recognizes and congratulates **Kirk Gibson** with a **Certificate of Recognition for Exemplary Academic Achievement**.

Mr. McAlear read the recognition aloud, and he made a motion to award the recognition to the student, which was seconded by Mr. Bridenbaker. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

Ms. Talmage, chair of the Student Life Committee, commented that the members of the committee found this year's student nominations to be all deserving and it was difficult to select. These three students were the best of the best. Congratulations. The students were then released.

**Finance Committee Report** – Mr. Rowe reported the Finance Committee met on April 22, and Treasurer Jeff Ganues provided an update on the development of the Fiscal Year 2025 Budget. Mr. Ganues continued to meet with departments to finalize budget projections for revenue and expenses. He was also reviewing data trends in position vacancies, expected healthcare claims; software and service contracts. He noted that the Finance Committee was scheduled to meet on May 21 to review the preliminary budget recommendation in preparation for the June 4 regular meeting of the Board of Trustees.

**President's Report** – President Dione Somerville presented her report, which was inclusive of information from the executive leadership team. The following highlighted items are noted for the meeting minutes:

- Leadership Team Position Search – President Somerville commented on the recommendation for the employment of Dr. Leslie Erwin, Vice President of Human Resources with a mid-June start date. A formal introduction of Dr. Erwin will be planned for the Board’s regular meeting, September 10.
- Cardiac Sonography Program Approval – She commented the Higher Learning Commission Institutional Actions Council met on April 29-30, 2024 and approved the program for cardiac sonography. The need for developing this new program was initiated from a partnership discussion with ProMedica.
- Eastern Gateway Community College (EGCC) Teach Out Partner – She commented that due to the pause in enrollment by Eastern Gateway, many students were unsure of their next steps to finish their academic programs begun at EGCC. As a result, EGCC reached out and Owens Community College will serve as a teach out institution. Owens admissions staff will participate in a virtual transition and transfer fair to support the affected students.
- Water Workforce Coalition Graduation – She noted that the first cohort of 21 students were set to graduate on May 9 with a water treatment profession certificate. Students are prepared to take the EPA certification exam prior to employment. This program was funded from a \$500,000 grant from the United States EPA in partnership with TMACOG and City of Toledo and the College. Program partners spoke at the ceremony, including President Somerville.
- Handbags That Help Grant for Early Learning Center – The College was awarded with its first Handbags that Help grant for new indoor playground equipment for the Findlay-area Campus Early Learning Center. The Owens ELC is the only 5-star child care center in Hancock County.
- Significant College Events – There were many ceremonies recognizing students for their achievements, including TRIO, Express Athletics, 13<sup>th</sup> annual Honors Symposium, receptions for graduates receiving awards in Dental and Medical Imaging, the graduation for welding students at Cherry Street Life Revitalization Center, Alumni Hall of Fame and Creative Expressions with special guest artist, Ray King who designed the Owens Rings sculpture, Big Read author visit and the inaugural Express Fest featuring student work.
- Participation, Speaking Engagements, Recognition – President Somerville presented to the Lucas County Bar Association and highlighted the College’s paralegal program. She is serving on the Ohio Association of Community Colleges (OACC) search committee for the next President/CEO of OACC.
- Enrollment Progress – President Somerville shared:
  - Summer 2024 “Core/Subtotal” Enrollment: Last summer, the College had a strong enrollment cycle and were up in all enrollment categories (headcount and FTE). This year, the College continues to be on pace to surpass those totals as we are up in all enrollment categories (headcount and FTE), and nearing the enrollment goals and predicting to finish higher than projected.
    - Headcount
      - New: +20.8% (+36 students) over PY (94.6% to goal)
      - Current: +4.7% (+87 students) over PY (92.4% to goal)
      - Overall (subtotal): +6.1% (+123 students) over PY (92.6% to goal)

- FTE
  - New: +12.9% over PY (93.2% to goal)
  - Current: +1.0% over PY (92.0% to goal)
  - Overall (subtotal): +2.2% over PY (92.1% to goal)
- Summer 2024 “All” Enrollment:
  - Total Headcount: +2.6% (+59 students) over to PY
    - 87.3% to target
  - Total FTE: +1.1% (4.7 FTE) over PY
    - 90.6% to target

Mr. Rowe asked about the date of the summer enrollment numbers, which President Somerville responded current, and it included the May 6 admission event.

President Somerville invited Tasha Hussain Black, Vice President, Strategic Initiatives, Marketing and Communications, to comment on the monitoring report, which Ms. Husain Black noted the highlighted activities to position Owens as an economic driver and the intentionality in reaching out to elected officials. She commented that Charlene Page, Executive Director, Workforce and Economic Development, is planning to improve and increase outreach to employers in the communities.

**Monitoring Report: Outreach and Collaboration – Other Focus Areas**

RESOLUTION 2024-05-07-04

WHEREAS, the President’s role is to assure that the Board has sound, comprehensive, actionable assessment of how the institution is performing; and

WHEREAS, the Board’s role is to review the monitoring report to find that the President has made a reasonable interpretation of the ends statement, and the data in the report provides evidence of that interpretation; and

WHEREAS, the monitoring report ends statement is:

- **OUTREACH AND COLLABORATION:** The President will be a visible leader in the communities the College serves, positioning the College favorably with key stakeholders. The College will prioritize engaging in partnerships to drive economic development, enrich our communities, provide opportunities for teaching and learning, and other mutually beneficial results;

WHEREAS, the monitoring report interpretation is:

- **OUTREACH AND COLLABORATION:** Compliance with the ends statement is demonstrated through the evidence of visibility, development and support from relationships throughout the community, education, industry, government and other sectors toward achieving the vision;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees accepts Appendix I, Outreach and Collaboration ~ Other Focus Areas monitoring report and confirms the report demonstrates compliance with a reasonable interpretation of the ends statement.

Ms. Talmage made a motion to approve the monitoring report, which was seconded by Mr. Bridenbaker. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

## RECOMMENDATIONS OF THE PRESIDENT TO THE BOARD OF TRUSTEES

### Employment of Personnel:

RESOLUTION 2024-05-07-05

BE IT HEREBY RESOLVED that the recommendation of the President to employ the following person(s), be approved by the Board of Trustees:

- P-11473 Recruiter, Admissions, Jady Mummey
- P-10552 Recruiter, Admissions, Robyn Perry
- P-100047 TRIO Veterans Upward Bound Specialist, Hannah Frost
- P-100725 Specialist, Scholarships and State Grants, Lisa Bosnyak
- P-10368 Instructional Designer, Adam Clark
- P-11757 Specialist, Student Accounts, Cheryl Smith
- P-100679 Instructor, Heidi Strobl
- P-100483 EOC Program Specialist, Erica Lawless
- P-100874 Aspire, Instructor, Ann Schardt
- P-100036 Vice President, Human Resources, Leslie Erwin

RESOLUTION 2024-05-07-06

BE IT HEREBY RESOLVED that the recommendation of the President to revise the assignment on the basis indicated below, be approved by the Board of Trustees:

| <u>NAME</u>         | <u>ASSIGNMENT</u>                                   |
|---------------------|---|
| Michele Johnson     | Assistant Director, <u>Advising Marketing*</u>      |
| Dionne (Dee) Dolsey | Aspire Instructor, Staff Development and Curriculum |

*\*Correction by the Board Secretary 5-7-24*

Dr. Hejeebu made a motion to approve the recommendations, which was seconded by Mr. Rowe. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Individual Personnel Action ~ Owens Faculty Association:**

**RESOLUTION 2024-05-07-07**

BE IT HEREBY RESOLVED in accordance with the Owens Faculty Association collective bargaining agreement Article 9 that the recommendation of the President to grant tenure and initial tenure contracts to eligible members of the faculty who have earned tenure at the close of either the Fall or Spring Semester of the current academic year, be approved by the Board of Trustees.

Table 1

| NAME          | TENURE EARNED AT THE CLOSE OF | RANK                | SPECIAL TERMS |
|---------------|-------------------------------|---------------------|---------------|
| Mike Welty    | Fall Semester 2023            | Instructor          | 173 days      |
| Kenzie Zesing | Spring Semester 2024          | Instructor          | 173 days      |
| Susan Nichols | Spring Semester 2024          | Assistant Professor | 173 days      |

**RESOLUTION 2024-05-07-08**

BE IT HEREBY RESOLVED in accordance with the Owens Faculty Association collective bargaining agreement Article 9 that the recommendation of the President to award one-year contracts commencing either on July 1 or on the first day of the academic year 2024-2025 to eligible non-tenured members of the faculty and to eligible non-tenured bargaining unit members, be approved by the Board of Trustees.

Ms. Talmage made a motion to approve the recommendations, which was seconded by Dr. Hejeebu and Ms. Russell. Mr. Rowe asked if non-tenure was year-to-year, which was confirmed, and there was a discussion of tenure, which President Somerville referred to the Owens Faculty Association collective bargaining agreement that defined tenure-track for a period of eight academic semesters. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srinu Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Rank Recommendation:**

**RESOLUTION 2024-05-07-09**

WHEREAS in accordance with 3358:11-5-25 Faculty Rank Policy, the Provost/Vice President of Academic Affairs and the President recommend the following qualified candidates for rank promotion;

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Assistant Professor, effective with the 2024-2025 Academic Year:

- Louise Weller
- Kathryn Callahan
- Makenzie Zesing

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Associate Professor, effective with the 2024-2025 Academic Year:

Eileen Alexander  
Julie Posey  
Suellen Barnum

BE IT HEREBY RESOLVED the Board of Trustees approves the following persons for promotion to Professor, effective with the 2024-2025 Academic Year:

Drew Grover

Dr. Hejeebu made a motion to approve the recommendation, which was seconded by Mr. Reiff. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Candidates For Graduation:**

RESOLUTION 2024-05-07-10

WHEREAS, pursuant to paragraph (G) of Ohio Revised Code 3358.08, the Owens Community College Board of Trustees has the power and duty to grant appropriate associate degrees and certificates of achievement to students successfully completing programs of the state community college; and

WHEREAS, pursuant to 3358:11-2-51 Graduation Requirements Policy, a student is eligible to become a candidate for an associate degree or a certificate when the student has completed all requirements; and

WHEREAS, the Board of Trustees has delegated and vested the President/Chief Executive Officer with the ability to confer associate degrees and certificates to candidates who meet all necessary requirements for graduation; and

WHEREAS, the Records Office has estimated applications for the award of ±515 associate degrees and ±157 certificates for Spring Semester 2024;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees approves candidates who have completed the requirements for their respective associate degrees and certificates, effective Spring Semester 2024.

Ms. Ohanian made a motion to approve the recommendation, which was seconded by Dr. Hejeebu. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.



**Honorary Degree:**

RESOLUTION 2024-05-07-11

BE IT HEREBY RESOLVED in accordance with 3358:11-2-51 Graduation Requirements procedures that the recommendation of the President to confer an Honorary Associate of Applied Science – Visual Communication Technology to Tyler N. Twining, that will be posthumously presented to the family at the May 10, 2024, Commencement Ceremony, be approved by the Board of Trustees, with deepest sympathy.

Mr. Rowe made a motion to approve the recommendation, which was seconded by Ms. Talmage. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**College Credit Plus Program - Tuition Waiver Recommendation:**

RESOLUTION 2024-05-07-12

SYNOPSIS: Contingent upon the approvals of the Chancellor, Ohio Department of Higher Education (in accordance with Directive 2009-011), and the Owens Community College Board of Trustees, the College seeks to continue to waive standard tuition rates for eligible Ohio non-public school students and home school students (grades 7-12) who apply to participate in Ohio’s College Credit Plus program and who are not funded due to the State’s limited funding of the College Credit Plus program for academic year 2024-2025.

WHEREAS, the purpose of continuing to provide a tuition waiver for unfunded College Credit Plus students is two-fold:

- 1) It serves the College’s mission of providing a high quality and affordable education, and it supports the College’s vision as the first choice for students seeking career credentials and university transfer; and,
- 2) It facilitates the State’s initiatives of reducing the time to attain a degree, earning college credentials early and providing a low-cost, but rigorous academic pathway from high school to a community college (earning an associate degree) toward transferring to a four-year university; and,

WHEREAS, the President recommends to provide a reduced tuition rate for nonpublic school and home school students in accordance with the terms of the alternative payment structure for the 2024-2025 academic year, as authorized by the Board of Trustees with Resolution 2023-12-05-03;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Owens Community College Board of Trustees authorizes:

- (A) To continue to waive standard tuition rates for nonpublic school students and home school students who do not receive funding under the College Credit Plus program and who enroll at Owens Community College for the 2024-2025 academic year, contingent upon the approval of the Chancellor, Ohio Department of Higher Education; and,

- (B) The President to submit a specific request to the Chancellor, Ohio Department of Higher Education for approval to reduce tuition in accordance with the terms of the alternative payment structure for the College Credit Plus program for the 2024-2025 academic year, as follows:
- i. \$140 per credit hour rate: college course delivered on the college campus
  - ii. \$80 per credit hour rate: college course delivered on-line
  - iii. \$80 per credit hour rate: college course delivered at the district high school and taught by credentialed college faculty
  - iv. \$41.64 default floor amount per credit hour rate: college course delivered at the district school and taught by credentialed district school faculty

Dr. Hejeebu made a motion to approve the recommendation, which was seconded by Mr. Bridenbaker and Ms. Russell. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srinu Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Then and Now Certification of Appropriations Requiring Board Approval:**

RESOLUTION 2024-05-07-13

WHEREAS, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the fiscal officer was not obtained before the contract or order involving the expenditure of money was made then the fiscal officer may instead certify; and

WHEREAS, that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances; and

WHEREAS, thus the fiscal officer is certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificate equals or exceeds \$3,000.00;

NOW, THEREFORE, BE IT RESOLVED by the Owens Community College Board of Trustees that:

- SECTION I. Appendix II – is approved and the Board of Trustees hereby certifies both at the time of the making of the contract(s) and order(s) and at the date of the execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract of order and is in the treasury or in the process of collection to the credit of the fund free from any previous encumbrance.

- SECTION II. Open Meetings. It is found and determined that all formal proceedings and actions of the Board of Trustees concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board of Trustees, and that all deliberations of the Board of Trustees and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22, of the Ohio Revised Code and the policies of the Board of Trustees.

Mr. Rowe made a motion to approve the recommendation, which was seconded by Mr. McAlear. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Recommendation of Policies:**

RESOLUTION 2024-05-07-14

WHEREAS, board policies and college procedures are reviewed on a five-year cycle, and the review process generally includes vetting and posting proposed revisions to employees for feedback; and,

WHEREAS, the President and the Vice Presidents reviewed and recommend the listed academic (chapter 2) policies, as follows:

- Appendix III – Amendment of 3358:11-2-54 Grade Appeal Policy for clarification of current processes;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Trustees amends 3358:11-2-54 Grade Appeal Policy;

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Secretary to the Board of Trustees to file said policies with the Ohio Legislative Service Commission.

Ms. Talmage made a motion to approve the recommendation, which was seconded by Ms. Ohanian. Chair Hammond called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. The motion was carried.

**Financial Report** – Members of the Board of Trustees were provided with the financial report for the month ending March 31, 2024 and the exhibits for purchases, expenditures and job requisition report in accordance with the 3358:11-1-12 Finance Standards Policy, which the Chair accepted, as submitted.

**Dates to Remember** – Members of the Board of Trustees were provided with the dates to remember, and the chair noted the June dates, including the next regular meeting of the Board, the Ohio Department of Higher Education annual conference for trustees with Governor DeWine, the Ohio Association of Community Colleges governing board meeting and trustees are welcomed to attend the June 10 event for invited legislators, as the President will share priorities of the College and opportunities for funding and partnership support.

## **EXECUTIVE SESSION**

Chair Hammond announced an executive session for discussion of the purchase or sale of property and for a certain personnel matter to conduct the annual performance review of the President in accordance with the terms of the College President's employment agreement . Mr. Bridenbaker made a motion to adjourn to executive session as specified. Mr. McAlear seconded the motion; and, the Chair called for a roll call vote. Roll Call: Mike Bridenbaker, aye; Mary Beth Hammond, aye; Srini Hejeebu, aye; Matt McAlear, aye; Sherina Ohanian, aye; Travis Reiff, aye; Rich Rowe, aye; Rita Russell, aye; and, Diana Talmage, aye. (9).

Upon return from executive session, roll call was taken and the following members returned to open session. Roll Call: Mike Bridenbaker, Mary Beth Hammond, Srini Hejeebu, Matt McAlear, Sherina Ohanian, Travis Reiff, Rich Rowe and Diana Talmage. (8).

**Adjournment** – As there was no further business to come before the Board of Trustees, the chair declared the meeting adjourned at 2:40 p.m.

## APPENDIX I



### **MONITORING REPORT – May 7, 2024 – Exhibit No. 4~Appendix I OUTREACH AND COLLABORATION ~ Other Focus Areas**

Dione D. Somerville, Ed.D., President

Tasha Hussain Black, Vice President, Strategic Initiatives, Marketing and Communications

Charlene Page, Executive Director, Workforce and Economic Development

### **OUTREACH AND COLLABORATION**

#### **ENDS STATEMENT**

The President will be a visible leader in the communities the College serves, positioning the College favorably with key stakeholders. The College will prioritize engaging in partnerships to drive economic development, enrich our communities, provide opportunities for teaching and learning, and other mutually beneficial results.

#### **INTERPRETATION**

Compliance with the ends statement is demonstrated through the evidence of visibility, development and support from relationships throughout the community, education, industry, government and other sectors toward achieving the vision.

#### **EVIDENCE**

This report provides highlights of the overall outreach and collaboration initiatives of the College to ensure the workforce needs of the region are identified, supported, and met. These initiatives support the objectives of the Strategic Plan, including the Mission, Vision, and Values of the College.

#### **DRIVE ECONOMIC DEVELOPMENT**

##### **Toledo Feasibility Initiative**

Improving educational attainment in the Owens service district is core to the Mission. A feasibility study was conducted by Trellis Strategies to help better understand the area of Toledo, Lucas County, the needs of prospective students not currently accessing higher education, and the needs of major employers with workforce demand. The City of Toledo provided financial support and JobsOhio provided data that assisted in informing the results and recommendations of the study.

Trellis Strategies concluded that nearly 190,000 people aged 25 or older in the city of Toledo have only a high school degree or some college. In addition, nearly 75% of the City of Toledo's residents who are high school graduates did not enroll in college at graduation and more than half of the City of Toledo's residents age 25-plus (or 55%) are college-ready. The study recommended a physical presence in the City of Toledo to address the gap in educational attainment.

The results of the Feasibility Study were shared with key stakeholders in small sessions. The community at large was invited to a public session in a hybrid format. In addition, the Owens

team and Trellis Strategies presented to the Parks, Education, Recreation and Health (PERH) committee of the Toledo City Council during their March 2024 meeting. The PERH committee was pleased with the Owens stewardship of their financial support for the Feasibility Study and requested future updates.

With Board approval, College administration has developed a business plan to identify programmatic offerings to align with business and industry needs; to identify potential locations; and to identify barriers to enrollment. With subsequent Board authorization, to seek and execute collaborative strategic partnerships, Owens has signed a Letter of Intent with the University of Toledo and Toledo Public Schools to collaborate on a potential microsite at the Scott Park Campus. Representatives from the three institutions have convened meetings to discuss potential programming. There are ongoing discussions with additional industry partners on standing up microsities in other areas in the City of Toledo.

### **Trellis Transportation Study**

As part of the Feasibility Study findings, Trellis Strategies identified access to transportation as a significant barrier to educational attainment and work opportunities in the region. Trellis Strategies and the Community Transportation Association of America (CTAA) have been awarded funds from the Lumina Foundation to inform and assess the willingness of local stakeholders to address the transportation challenges facing students at Owens Community College. The Trellis-CTAA team will carry out this project through reviewing existing research and data, examining existing models for addressing college students' transportation challenges in comparable communities, and conducting stakeholder meetings and focus groups to capture a more detailed understanding of the nature of the transportation challenges facing Owens students and the possibilities for collaboration between Owens Community College and its transportation partners in the Toledo area. The culmination of Trellis' and CTAA's work will serve as a national model, as well as provide a well-documented, implementable mobility strategy that Owens and its partners can begin working to put into place at the conclusion of the Lumina-funded study. The study kicked-off in April 2024 and is expected to conclude in November 2024.

### **Workforce and Community Services**

Workforce and Community Services (WCS) is critical in driving economic development and meeting the workforce requirements in the northwest Ohio region. Workforce development in multiple different industries remains a need throughout the region and state. For example, with an anticipated need of 35,000 technicians over the next 10 years in the state of Ohio, there are many initiatives underway to ensure WCS is positioned to be the Partner of Choice for training needs in northwest Ohio.

In March 2024, Charlene Page was hired as Executive Director, Workforce and Economic Development after a comprehensive search which included community stakeholders as part of the search and interview process. The key responsibilities of the newly created role of Executive Director, Workforce and Economic Development focus on providing college-wide transformational leadership, vision, and strategic direction for the workforce and economic development area, in alignment with the Owens mission, vision, values, and strategic plan. This is a critical role in driving the College's mission in workforce and economic development. This role is responsible for anticipating, creating synergy and providing solutions for the workforce

development needs of partners in business and industry as well as key economic development and community partners.

Charlene Page identified the following initiatives that will grow the WCS presence in the region. The WCS strategic goals will be built out in FY25 and will address the following areas:

1. Develop key account strategy
2. Identify CRM (Customer Relationship Management System)
3. Strengthen relationships with apprenticeship partners
4. Improve sales and services toward providing solutions to close skills gaps and produce job-ready workers
5. Leverage the potential of the Center to Advance Manufacturing

## **LEVERAGE STAKEHOLDER SUPPORT AND VISIBILITY**

### **Montrose Governmental Relations Strategic Plan**

The Montrose Group serves as the College's Governmental Relations consultant, assisting with top priorities through guidance on local, state, and federal government public policy agendas to increase local, state, and federal funding and business partnership opportunities. (Please note that visibility in the community and touchpoints with elected officials were covered in the October 31, 2024 Monitoring Report-Outreach and Collaboration that focused on institutional advancement.)

Montrose developed a 2024 Government Relations Strategic Plan (Attachment 1) to achieve the following:

- Promote Owens as an educational leader and regional partner to policymakers and business leaders through regular briefings with key local, state, and federal policymakers;
- Develop an Owens policy agenda that includes increasing state higher education funding;
- Support Owens with partnership outreach to strengthen the regional role as a workforce, education, and policy leader; and,
- Utilize grassroots lobbying to build a positive profile with state policy makers.

### **Financial Support to Assist Regional Workforce**

University of Toledo partnered with Owens Community College Workforce and Community Services and with other Ohio educational institutions, Northwest State Community College, Cuyahoga Community College, Lorain Community College, Case Western University in an application for federal funding for a clean hydrogen hub, specifically for the development of hydrogen workforce programs.

With the assistance from Montrose Group to identify opportunities, the College has pursued several State and Federal Government grants to financially support regional workforce growth:

- ***Robotics and PLC Lab Expansion*** at the Dana Center – Toledo Chamber of Commerce white paper process – \$1,573,000 requested; pending determination
- ***Findlay CDL Training Program*** Facilities – \$250,000 awarded from Ohio Representatives legislature; pending \$250,000 from Ohio Senate
- ***Vacuum System Training Equipment-*** Special” Super RAPIDS state funding - \$79,250

### **Legislative Day (June 10, 2024)**

The College has invited regional elected officials to the Toledo-area campus to tour key areas and meet with the executive leadership team and other Owens leaders. The purpose of this event is to inform our elected officials on the priorities of the College, strengthen relationships, and outline areas where the College seeks financial support and community partnerships. After a short presentation from President Somerville, tours of the Center for Emergency Preparedness, and the new Healthcare Education Center are planned.

### **Stakeholder Hard Hat Tours of Healthcare Education Center**

With the \$31.3 million expansion and renovation of the Healthcare Education Center, it is important to keep community stakeholders informed of the progress and support opportunities. Ahead of open houses and a fall 2025 grand opening, Hard Hat Tours of the building are being hosted through May and June with additional tours being scheduled as requested. In addition, a dedicated webpage and a Healthcare Impact brochure are being created for fundraising and student recruitment purposes.

### **Sponsorship Strategy**

As a community resource, community support through sponsorships is important to the College. A sponsorship strategy is currently being developed to ensure alignment with the Strategic Plan. There are 3 criteria to consider sponsorship support for community requests:

- *Does the sponsorship help increase enrollment?*
- *Does the sponsorship help strengthen partnerships?*
- *Does the sponsorship help Tell Our Story (increase College visibility)?*

All sponsorship requests go through a committee for initial review. Committee members include Kelle Pack, Vice President of Institutional Advancement and Executive Director of the Owens Foundation, Tasha Hussain Black, Vice President, Strategic Initiatives, Marketing and Communications, Pat Jezak, Board Secretary and Assistant to the President, and Tiffany Whitlow, Executive Assistant to the President.

The committee spent FY24 documenting requests to understand the financial commitment alignment with the criteria for consideration outlined above. In FY25, a fully developed sponsorship strategy will be developed for use going forward.



## Attachment 1



## The Montrose Group, LLC

### Montrose Group Owens Community College 2024 Government Relations Strategic Plan

In 2024, Owens will be focused on several priorities including state funding support and degree offering approvals. Owens benefits from a strong community college trade association, the Ohio Association of Community Colleges. Owens is preparing for the introduction of the State of Ohio FY25-26 capital budget as a state policy priority with the beginning of the 135<sup>th</sup> Ohio General Assembly. Montrose Group recommends the following government relations strategy:

- **Owens Government Relations Plan-** Promote Owens as an education leader and regional partner to policymakers and business leaders through regular briefings with key local, state, and federal policymakers including local members of the U.S. House of Representatives, both U.S. Senators, Northwest Ohio Statehouse Delegation, Chancellor Mike Duffey, Governor’s Office, Lucas, Wood and Hancock County local government and economic development leaders.
- **Owens Government Relations Policy-** Develop an Owens public policy agenda that includes increasing state higher education funding through the upcoming FY25-26 state capital budget and Community Investment Fund, for higher education funding and individual Owens projects for the Perrysburg and Findlay campus’, and federal budget earmarks; advocating program approvals.
- **Owens Government Relations Partners-** Support Owens with partnership outreach to help strengthen the organization’s regional role as a workforce, education, and policy leader through engagement with the Ohio Association of Community Colleges, Toledo Chamber of Commerce, Regional Growth Partnership, Findlay Hancock County Economic Development, and Northwest Ohio Economic Development organizations.
- **Owens Government Relations Profile-** Utilize retail and grassroots lobbying to build a positive profile with the state policymakers through regularly scheduled delegation engagement to highlight Owens priorities and campus initiatives, create a one-page policy brief to outline Owens policy and economic development objectives, coordinate Statehouse briefings with key members of the Ohio General Assembly and DeWine Administration, quarterly Northwest Ohio Delegation virtual and in-person briefings, and individual legislator briefings.
- **Owens Government Relations Political Plan-** The 135<sup>th</sup> General Assembly provides an opportunity to further coordinate the development of “Legislative Champions.”
- **Owens Government Relations Lobbying Process-** Montrose will implement a comprehensive government relations lobbying strategy focused on the Ohio Statehouse including monitoring state legislation introductions and committee hearings; monitoring and attend relevant Ohio House and Senate Committee hearings; drafting state legislation and amendments; preparing and proving Ohio House and Senate testimony; coordinate and participate in Ohio House and Senate member briefings; coordinate Owens Community College briefings with House and Senate members through quarterly Northwest Ohio Delegation briefings on campus or virtual and briefings in Columbus; advocate for the successful passage of all Owens Community College contracts before the State of Ohio Controlling Board; supporting the Owens Community College Statehouse Day Legislative Reception; and support Owens Community College Board of Trustees from Governor DeWine
- **Owens Economic Development Plan-** Montrose will connect through regular introductions and briefings Owens to regional economic development organizations and companies with which Owens can provide workforce development training for their employees and future employees.

## APPENDIX II

### Then And Now Certification Of Appropriations Requiring Board Approval

#### Owens Community College

#### Appropriations

FY24 Invoices received Jan 1- Mar 31, 2024 Appendix II -

Exhibit 11 - Board of Trustees, May 7, 2024

| Supplier                            | Supplier Invoice Number   | Invoice Date | Invoice Amount | Comments                           |
|-------------------------------------|---------------------------|--------------|----------------|------------------------------------|
| CDW Government Inc                  | PN94618                   | 2/12/2024    | 4,688.19       | Inadvertent Departmental Oversight |
| Eastman & Smith, Ltd                | 3931281                   | 1/11/2024    | 3,193.50       | Inadvertent Departmental Oversight |
| Ellucian Company LLC                | 90406578                  | 11/2/2023    | 27,956.00      | Inadvertent Departmental Oversight |
| Encoura, LLC                        | 31533                     | 2/22/2024    | 4,100.00       | Inadvertent Departmental Oversight |
| Kalida Truck Equipment Inc          | TJ20862                   | 2/26/2024    | 12,200.00      | Inadvertent Departmental Oversight |
| Ohio Department of Higher Education | 23-131                    | 2/8/2024     | 4,000.00       | Inadvertent Departmental Oversight |
| PrestoSports Inc                    | SI-82439                  | 1/29/2024    | 3,015.00       | Inadvertent Departmental Oversight |
| Quinn Concrete Inc                  | Services - 11/13-11/23/23 | 11/6/2023    | 3,400.00       | Inadvertent Departmental Oversight |
| Toledo Mud Hens Baseball Club Inc   | 118587-2                  | 1/15/2024    | 5,500.00       | Inadvertent Departmental Oversight |

|                                    |       |    |                 |
|------------------------------------|-------|----|-----------------|
| Total invoices for Board approval  | 9     | \$ | 68,052.69       |
| Total FY24 Invoices Jan 1 - Mar 31 | 1,731 |    | \$ 9,336,277.98 |
| Net % of Period total              | 0.52% |    | 0.73%           |
| Grand Total FY24 Invoices          | 4,671 | \$ | 21,218,067.81   |
| Net % of Grand total               | 0.19% |    | 0.32%           |

**Note:** There were 11 invoices totaling \$20,296.74 below the threshold through 3/31/2024.

## APPENDIX III

### Amendment of 3358:11-2-54 Grade Appeal Policy

#### 3358:11-2-54 Grade appeal policy.

- (A) Purpose. Owens community college provides a process of appeal in the event that a student disagrees with a course grade.
- ~~(B)~~ ~~Appeals. A grade appeal may be initiated for the reason of: if there is a computational error of a grade; or, if the student was graded differently than stated in the syllabus or assignment; or, if the student was graded differently than class peers.~~
- ~~(B)~~(C) Application. This rule applies to all students in credit courses including developmental education courses.
- ~~(C)~~(D) Implementation. The chief academic officer will implement procedures and forms, which are consistent with the provisions of this rule.

Promulgated under: 111.15

Statutory authority: 3358.08

Rule amplifies: 3358.08

Prior effective dates: 11/22/2009, 2/13/2016

History of Reviews

Academic Standards Committee Review: 4-26-23, 9-27-23, 11-29-23, 2-28-24

Executive Leadership – 11-1-23

Employee Feedback Period – 11-1-23 to 11-16-23

Board of Trustees Recommendation – 5-7-24

Rationale

Academic Standards Committee provided a five+ year review; the policy was last reviewed in 2016.

Revisions to the procedures reflect clarifications to the process.