

**RIO GRANDE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES**

June 21, 2021

**DAVIS UNIVERSITY CENTER BOARD ROOM
OR VIA MICROSOFT TEAMS
5:00 P.M.**

I. CALL TO ORDER – Mr. Reed, Chair, called the meeting to order at 4:59pm.

II. ROLL CALL

Mr. Paul Reed, Chair - present

Ms. Taylor Rose, Vice Chair - present

Mr. Andrew Adelman - present

Mr. Mick Davenport - present

Mr. Troy Howdyshell – present via Microsoft Teams

Ms. Mary Lynne Jones - present

Ms. Sarah Munn – present via Microsoft Teams

Mr. Christian Scott - present

Mr. Joshua Smith - present

Mr. Ryan Smith, President of the University of Rio Grande and Rio Grande Community College was present.

Staff present included: Ms. Rebecca Long, Chief Operating Officer; Mr. Scott Hughes, Chief Information Officer; Dr. David Lawrence, Interim Provost & Associate Provost for Institutional Effectiveness; Ms. Cherokee Ruby, RGCC Treasurer; Ms. Amanda Ehman, Director of Community Partnerships & Admissions Operations; Mr. Tom Sutton, Director of the Meigs Center; Ms. Misty Napier, Director of the McArthur Center; Ben Forche, Dean of Student Success; Ms. Renee DeLawder, Director of Marketing; Ms. Elizabeth Bynum, Fiscal Services Specialist.

Other Attendees present: Education Section; Dr. Kilian Garvey, Faculty Assembly President; Ms. Kay-Anne Darlington, Faculty Association Chair; Mr. Gary Roach, The Wiseman Agency President.

III. INSURANCE UPDATE

A. THE WISEMAN AGENCY - MR. GARY ROACH

Mr. Gary Roach dispersed an insurance packet to the trustees. He explained

how the insurance relationship between the University and the Community College are intertwined, but a lot of liability falls on the University due to the responsibility to cover the faculty. He went over a few pages in the packet highlighting the different types of insurances they prepare coverage for.

Mr. Roach gave a few examples of coverage and explained how it protects the risk involved with a crisis event such as an active shooter, liquor liability, or if an employee is accused of misconduct, etc. He further explained how there is a \$15 million policy over that. He expressed why there is a need for workers comp in the policy, if they are in Ohio. He pointed out that there are several workers who travel outside of the state and not every state recognizes Ohio Worker's Comp. He mentioned how there are recruiters who go abroad to recruit students. Another area of coverage is for pollution liability, in the event there is a pollutant on campus or cyber issues with the pipeline and malware.

Ms. Long added how all the property and equipment for all of the campuses are covered. Mr. Roach explained how from a liability standpoint we don't want to have two separate policies. It protects us to not have the added burden if the insurance is all the same policy. It prevents the insurance company from saying they won't cover something if it's all together.

Mr. Roach explained how the policy for the professional liability is separated out, but the same insurance company covers both boards, so there won't be any back and forth. There are 3 sections: Educators Legal Liabilities, Fiduciary Liability, and Employment Practices Liability. The Educators Legal Liabilities covers trustees of the board for the decisions that are made where we thought it was the right decision, but it really wasn't treating everyone fairly. This covers the professional liability of our faculty and staff for wrongful acts.

Mr. Josh Smith joined the meeting at 5:09pm.

Mr. Roach expressed how as trustees they carry some personal liabilities for serving on a nonprofit board. It does open up personal liability if it is found that they are at fault for something and this insurance covers some of that which reduces some of the risk. Mr. Reed inquired of whether it would eliminate the liability. Mr. Roach explained that it doesn't eliminate it, there could be exposure to a potential act that is not covered by the policy, but this will minimize that risk.

Mr. Roach gave some potential examples of what could be covered. He explained how if an employee wasn't promoted when they expected to be, they could sue for discrimination. Another example he gave was if an Asian student applied to the college and was denied, then believed the denial was

due to discrimination they may come back and try to sue.

Mr. Roach indicated another area of coverage was for workplace violence. He gave an example, if a disgruntled employee, maybe a faculty member that didn't get tenure went rogue. This would give coverage to help with the added expense of public relations and counselling, etc.

Mr. Roach explained how the coverage is for three different areas and he is promoting a silo setup where there is limited coverage in each coverage area where each will stand alone, not just one pool of money to pull from. Where it doesn't take from any other area if there is a problem being insured. He went over the prices and explained there will be a slight increase. They explored the different markets, but they are not standardized with what they offer; each company is different so you have to look over them thoroughly to see what the best is for your specific needs. He indicated there were some coverages that were cheaper, but they weren't as good. After reviewing various coverages, his recommendation is still the Cincinnati Insurance Companies.

Ms. Rose inquired of the coverage for errors and admissions for the board's specific coverage. Mr. Roach indicated that there is a \$2 million limit for any given occurrence, but it is collective. Ms. Rose inquired of whether it extends under the umbrella and Mr. Roach confirmed that it does not.

Mr. Roach expressed how one benefit of being a public institution is that the Attorney General will also assist the college. He further indicated that the \$2 million is on the lower end of the average in today's environment.

Mr. Reed inquired of whether we have ever used this coverage. Ms. Long indicated that we haven't to her knowledge. Mr. Roach indicated there have been a couple of times where both boards were sued by employees, but the public side was thrown out quickly when they realize the employees were hired through the University side.

Mr. Reed questioned what would be the biggest risk for the Community College. Ms. Long indicated that it was a good question and she would have to say the risk of the unknown. The board is in good faith and a lot of this coverage is just protecting the board if they are not fulfilling obligations.

Mr. Roach expressed how another area of risk could be a breach of contract, entities are sued all the time for breach of contract. He went on to give the example if there was a bus full of athletes travelling and something catastrophic happens. Ms. Long indicated that it's the catastrophic things that we can't control that we want to have this insurance for.

It was discussed how the University and Community College work together more and more and there are multiple contracts between the two institutions. The Attorney General would assist with these contracts if there were any situations that came up where they sue both institutions, because we work so closely together. This coverage helps with any time there are decisions made that were thought to be the right decision, but in hind sight might not have been right.

The discussion turned to the workplace violence and how it applies to the board. Mr. Roach explained how it is designed to cover the expense for counselling and such, but in regards to a resulting injury it would become a worker's comp claim. Ms. Ruby inquired of whether this applies to an employee that has violence in their past that commits a violent act. Mr. Roach explained how it could be a claim if you did a background check, but hired them anyway.

Mr. Reed confirmed with the administration if they were comfortable with the coverage. President Smith and Ms. Long both agreed they would recommend the coverage. Mr. Reed confirmed with the trustees if they were comfortable with the coverage. Ms. Rose inquired when Mr. Roach would need to know if they want to renew with an increase in the coverage amount. Mr. Roach explained the renewal date is July 1st, but if they could decide to increase the coverage at a later date, he would just need to have President Smith compose a letter to confirm there were no open complaints or issues.

Mr. Smith inquired of the benchmarking data. Mr. Roach explained how it wasn't broken out by University verses Community College, but he could get some data if requested. Mr. Smith would like to have some data points they are using to create the benchmark.

It was discussed that the increase of \$4,700 is not a big difference for the increased coverage amounts. It was agreed that it would be a good idea to increase the coverage.

Mr. Reed inquired of whether this policy covers more than just the current employees if the Community College is sued for something done a couple of years ago, especially in consideration of newer trustees. Mr. Roach indicated that they would be covered. He explained how the institution has been covered by The Cincinnati Insurance Companies since 2012, so anything back to 2012 would be covered by this policy.

Ms. Rose wanted to clarify the coverage over personal liability. Mr. Roach

expressed how some personal insurance policies will serve liability to you for serving on a board, it just depends on the coverage you have.

Mr. Adelman made a motion to approve the insurance policy with the increased coverage for \$18,588.00 and Ms. Jones seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

IV. APPROVAL OF THE APRIL 19TH MEETING MINUTES (PP. 5-18)

Mr. Davenport made a motion to approve the April 19th meeting minutes. Mr. Scott seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

V. CHAIRMAN'S UPDATE

Mr. Reed acknowledged that it has been nice serving multiple terms as Chair. He thanked Mr. Adelman for nominating him for the second term. Mr. Adelman expressed how he has had zero regrets in nominating him.

Mr. Reed expressed how he wanted to go over some of the highlights of his time served as Chair. He believed creating monthly meetings has been very good and helpful. He also felt his weekly meetings with staff have been very useful. He encouraged the new Chair to work closely with the University Chair to find ways to better serve both institutions. He also believes the Joint Board Commissions were useful when they were in operation.

Mr. Reed expressed how bringing President Smith on board has been great. He articulated how he likes that as a board the trustees have been very motivated to help the University when needed. He commented on how well Rio has managed through Covid and was very happy with how well it was handled. Mr. Reed expressed how impressed he has been with Ms. Long and her development as a leader. He believed that President Smith has also assisted with her progress. He ended by expressing the area he wished he could have done better in was in the area of curriculum.

Mr. Reed then opened the floor for any items the trustees would like to discuss or share.

Ms. Jones expressed how she felt the board has come a long way due to his leadership. She also gave appreciation for his time and efforts attending meetings outside of the board meetings that have helped a lot.

President Smith disseminated a resolution to the trustees created to thanked Mr. Reed for his service on the Board as the Chair. Ms. Long stood and read the resolution aloud and presented Mr. Reed with a gift of appreciation. Mr. Reed expressed gratitude and appreciation for the recognition.

Mr. Adelman made a motion to approve the following resolution. Ms. Jones seconded the resolution. Mr. Reed called for a voice vote. The motion passed unanimously.

Resolution 6.21.21(1)

WHEREAS, Mr. Paul Reed concluded his role as Chair of the Rio Grande Community College Board of Trustees in June 2021, after holding this position for a term of four years, and

WHEREAS, Mr. Reed has faithfully led the Rio Grande Community College Board of Trustees in the governance of the institution in close coordination with the University of Rio Grande Board of Trustees, including the hiring of joint President Mr. Ryan Smith, and

WHEREAS, Mr. Reed has effectively led the Rio Grande Community College Board of Trustees and staff with steady stewardship, and

WHEREAS, Mr. Reed has shown dedication to Rio Grande Community College and the residents of Gallia, Jackson, Meigs, and Vinton Counties with the service of his time and talents in this voluntary role,

WHEREAS, Mr. Reed's leadership has included the following:

- Coordinating with state and local officials as well as business leaders to source new funding and educational opportunities for the college, and to advance the mission of Rio Grande in Southeast Ohio.
- Providing leadership and guidance as the college transitioned to a more effective and efficient operational structure.
- Leading the Rio Grande Community College Board of Trustees and staff in strengthening the relationship with the University of Rio Grande Board and staff.
- Continuing to serve in a leadership role beyond the expiration of the term to ensure experience, strength, and continuity when it was needed.

THEREFORE, BE IT RESOLVED that the Rio Grande Community College Board of Trustees hereby expresses its gratitude to Mr. Paul Reed for his contributions of time, expertise, and leadership as Chair of the Board of Trustees.

THEREFORE, BE IT FURTHER RESOLVED that the Rio Grande Community College Board of Trustees honors Mr. Paul Reed for his work as Chair of the Board of Trustees on this day, June 21, 2021.

VI. RGCC TREASURER UPDATE (PP. 19-31)

A. APPROVAL OF FINANCIAL REPORTS

Ms. Ruby went over some of the highlights from her financial report included in the agenda. She indicated the revenue is better by \$141,000, the only negative variance is the State appropriations. She explained how the State reinstated the amount and Rio received the final deposit last Wednesday

and it was the amount expected and budgeted for. Ms. Ruby explained how they weren't sure how the pandemic would affect the travel on the original budget and how she was appreciative of how the Offsite teams were mindful of their spending. They came together very well to plan and due to employee effort, it has helped the budget. She indicated that the property tax has trickled in since we last met and there has been more due to prior years being collected.

Ms. Ruby explained how the receivable from the University is currently \$2 million, but that will be brought back down when they are able to connect with the Business Office to make the transactions. She indicated that ending right now there is a surplus. The original budget would have ended the year in the black, so that is great news.

Ms. Ruby went on to explain how there will be HEERF funds coming that are higher education funds, that can be used for lost revenue. The University is going to cover bad debts from March 2020 through Spring 2021, through these relief funds. This will assist with ending the year in the black as well.

Mr. Reed mentioned how it might be important to include in the minutes why we have to carry such a large receivable to be accountable to the public. Ms. Long shared how by documenting the discussion we can make a note regularly to show this is what is best for both institutions. President Smith expressed how in the long run we want to get rid of the receivable. In the past the University was only reimbursing once per quarter, but Ms. Meghann Fraley and Ms. Ruby have been working together to make the transactions more frequently which helps to reduce it. Ms. Ruby expressed how it will be much less with the timing and it won't look like that for the audit. She further indicated that there is a plan in place to keep it from looking like that again. Most of it is due to cash flows, and they are working together to change it as we move forward. She didn't believe they would fall back into the past practices.

Ms. Ruby shared how the property taxes and other expenses look higher than budgeted, but that was due to the auditors requesting us to start reporting the gross amount and the fees. This has caused an additional \$33,000 in fees that were not recorded in the past, they are not new or increased.

Ms. Ruby asked if there were any questions. Mr. Smith inquired on page 26 of the agenda of how there was a positive change in the maintenance repairs and utilities. Ms. Long indicated that we were able to use Cares funds to cover some of the repair expenses, she specifically mentioned some projects they were able to complete at the Jackson Center. Ms. Ruby also added Mr.

Sutton's use of a shovel for snow and ice at the Meigs Center was also a help.

Mr. Smith made a motion to approve the following resolution and Ms. Rose seconded the resolution. Mr. Reed called for a voice vote. The motion passed unanimously.

Resolution 6.21.21(3)

WHEREAS, the revenue, expenditure, and fund balances for the eleven-month period ending May 31, 2021 have been presented, and

WHEREAS, the said statements appear to be a reasonable reflection of the current financial operations and position of Rio Grande Community College,

THEREFORE, BE IT RESOLVED that the statements for the period ended May 31, 2021, be approved as presented.

B. ACCEPTANCE OF TAX RATES

Ms. Ruby explained how this is the tax budget that was approved at the last meeting, then was approved by the county auditors. Now the trustees are required to approve one more time. If the county auditors had changed the amounts or not approved the funding, there would be an appeal or acceptance that would not seem as redundant, but due to there being no changes it feels as though you are always approving the same thing twice. Since we need the funding and use it appropriately we are not denied the funds typically.

Ms. Jones made a motion to approve the following resolution and Mr. Davenport seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

Resolution 6.21.21(2)

WHEREAS, the Board of Trustees, in accordance with the provision of law, have previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1, 2021, and

WHEREAS, the Budget Commission of Gallia County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation, and

THEREFORE, BE IT RESOLVED by the Board of Trustees of Rio Grande Community College for Gallia, Jackson, Vinton and Meigs Counties (Rio Grande Community College District) that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted, and

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said district the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET
COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to Be Levied	
			Inside 10 M Limit	Outside 10 M limit
	Column I	Column II	III	IV
One Mill Tax Levy		\$1,060,750.00		1.0
TOTAL	\$0.00	\$1,060,750.00	0	1

**SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be levied	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)
One Mill Tax Levy	1.0	\$1,060,750.00

C. FISCAL YEAR 2022 APPROPRIATIONS RESOLUTION & BUDGET

Ms. Ruby explained how this is the snapshot of what goes to the county auditors for FY 22. This is currently shown with a \$104,000 deficit. She indicated that we would need to increase that by \$108,958 and she can update it on the piece going to the county.

President Smith explained that we will need to update them on the enrollment, because the problem with the enrollment in June is that we have to make our best guess what the numbers will be. He further indicated that Ms. Ruby is a good treasurer so she creates a conservative budget.

Ms. Ruby explained how there are a couple of grants that we may receive and that will squash this annual appropriation's estimate, then there will be a revision made after the 15th day. She was conservative by not budgeting for an enrollment increase even though based on the past two years enrollment it has shown an increase. There are also lots of things that have been done to boost enrollment, but they are not quantitative so we are hopeful, but staying conservative in our estimates.

Ms. Ruby indicated that the Center revenues won't match the traditional, so there will be a slight decline where there are large populations of CCP's at the offsites. Ms. Ruby met with Ms. Amanda Ehman and Ms. Olivia Bevan, the Registrar about how we submit information for the subsidy from the State to see where there could be improvements, so hopefully we will see an increase with the course category updates they performed. She explained how if any of those things break in our favor the budget will improve. Also, there is HEERF dollars and projects planned and those funds are not included in this budget. We should end in the black in consideration of those things. She indicated this was as comfortable as she could be taking a risk considering this was her first time creating the budget. President Smith express how this is as far as she would go on estimating enrollment revenues and there are a lot of safety nets built into this budget and in the University budget as well.

Ms. Rose made a motion to approve the following resolution and Mr. Smith seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

Resolution 6.21.21(4)

BE IT RESOLVED by the Board of Trustees of Rio Grande Community College, Gallia County Ohio that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending June 30, 2022, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

General Fund: \$14,686,589

One Mill Tax Levy Fund: \$1,060,750

Capital Projects Fund: \$120,000

Meigs Parking & Safety Fund: \$30,000

Grants Fund: \$235,384

Total: \$16,132,723

VII. TUITION INCREASE

Ms. Ruby described how with the new tuition affordability plan it doesn't seem good to increase the tuition costs, but if there comes a time where we no longer have the HEERF funds, it will be nice to have this to look at as an option if it needs to come into play. President Smith explained how many community colleges approve a resolution now, to clarify it right now, but then suspend it.

Ms. Jones made a motion to approve the following resolution to increase tuition, with the intent to review it again in the fall to see if it is needed for the spring semester. Mr. Davenport seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

Resolution 6.21.21(5)

WHEREAS, the current tuition for Rio Grande Community College students is \$136.16 per credit hour for in-district students and \$166.16 for out-of-district students, and

THEREFORE, BE IT RESOLVED, that the Rio Grande Community College Board of Trustees hereby approves a tuition increase of \$5 per credit hour to \$141.16 for in-district students and \$171.16 for out-of-district students, effective Fall 2021.

VIII. TUITION INCREASE SUSPENSION

Mr. Adelmann made a motion to suspend the tuition increase with the intent to review it again in the fall to see if it should be increased for the spring semester. Mr. Davenport seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

IX. FEE CHANGES (PP. 20-22)

A. PAYMENT PLAN FEE INCREASE

Ms. Ruby shared how currently it costs \$40 for a student to set up a payment plan for the bill they owe. She explained how if you only owe \$100 it doesn't make sense to pay \$40 to set up a plan. Typically, they don't pay it or contact us, they just let it go. We would like to change the payment plan setup fee to .5% of the balance the student owes. We believe the .5% will encourage the student to want to set up a plan, which will lead to better ability to re-enroll and fewer students sent to collections. The open communication with early and frequent contacts through payments will

help detect when an issue or drop out could occur as well.

B. LATE REGISTRATION FEE INCREASE

Ms. Ruby explained how the current late registration fee is \$50 and it is assessed two weeks before classes start. It was created to help get the students to register ahead of time, but it has not helped as much as we had hoped. We would like to increase the fee to \$100 and make it effective starting the first day of classes. This will hopefully help them to be better prepared, but not so high that it is a deterrent either.

In looking at the data, Ms. Long shared how 20%-25% of the student will register 3-4 weeks before classes start. We are punishing those students, so it just makes sense to move the effective date. She further indicated that it has been a fee the President questioned when he first started here.

Mr. Smith questioned from a revenue standpoint does the increase in the late registration fee and the change of the payment plan fee wash out. Ms. Long explained how several are removed and much of the process is a manual process to remove the late payment fee from the students and it takes a lot of staff time. The fee wasn't really creating a lot of revenue, when we did the analysis. She further explained how Ms. Ruby and Ms. Fraley reviewed the numbers together and we wouldn't be losing a lot. Ms. Ruby added that payment plans are not utilized a lot, currently less than 100 students per semester.

C. STUDENT PRORATION PERIOD

Ms. Long shared how we prorate student charges based on when the student withdraws. Anthology pointed out to us that our plans do not align with our financial aid timeline and practices. We further realized we refund students for food service, but we are still responsible for paying the entire semester. Ms. Long explained how we would like to align the proration to make sense financially and create a clearer picture for students.

Ms. Rose made a motion to accept all three fee structure changes as presented and Ms. Jones seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

X. 403B DISCUSSION (PP. 32-47)

Ms. Ruby shared how we have a 403B that is an optional retirement contribution that employees can take part in. This plan does have administrative costs and it is a liability for the college. She explained how we have a 457B option that would not

have administrative costs and would only cost \$47 quarterly, no matter how much an employee contributed into the plan. It is managed by the State and it is a much better plan than what we currently have. She indicated that if we want we can use the same matching amount or change the amounts and guidelines. We can roll the current plan over into deferred compensation, there wasn't an option with a simple IRA switch. The Ohio deferred compensation was the best secondary option. There are currently 4 employees using the 403B optional retirement and Ms. Ruby believes that switching will be helpful for those employees and encourage more utilization.

Mr. Smith inquired of whether we are under the safe harbor under the 403B. Ms. Rose didn't believe that Rio qualified, because safe harbor is more geared toward 401K's. Ms. Rose further described how we probably don't meet the criteria given that there isn't a mandatory match.

Mr. Smith believed that with the 457B employees would not be able to take a loan out of their investment. Ms. Ruby confirmed yes, that is correct. Mr. Smith questioned whether that would be problematic with the small employee population. Ms. Ruby expressed that she didn't think we have had anyone that has taken anything out, and further explained that she felt liability with the current 403B plan was a greater concern for the college. President Smith agreed that he felt the Ohio deferred comp would be a better option for the employees and for the institution.

Ms. Rose described how she believed that we would fall under the government option, and that under the government portion there would be more portability. She expressed how there wouldn't be a need for an ERISA plan under the 457B and how we don't have a PPA. Ms. Ruby will follow up with Mr. Gary Roach to get more information on whether the 457B plan will have to have a cafeteria plan. Ms. Rose indicated that they are not typically required under a 403B with an ERISA plan. Ms. Rose indicated that everything in the packet points to a government plan, because a 403B plan typically cannot roll over.

Ms. Ruby expressed how she would like the plan change to ideally take effect in October to have a nice clean quarter cut with the transition. Ms. Rose shared that she thinks this will be a good move.

Ms. Jones made a motion to change the current 403B retirement plan to the 457B option included in the packet and Mr. Scott seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

XI. RHODES HALL RENOVATION UPDATE

Ms. Long shared how we are currently in the RFP stage of the Rhodes Student Center renovation. We have had \$978,000 in renovation dollars with the State that we have

planned to use for a long time. She further explained how the Rio maintenance department has been working on a few things to get the project started. She continued with how they have been reviewing architects and will begin negotiations soon. It is probable we will need to bring the selected architect decision to the board at the July meeting to approve. Then we will bid it as a construction project.

- XII. APKE LAND REQUEST TO PURCHASE VINTON COUNTY PROPERTY (PP. 48-50)**
Mr. Adelman made motion to reject the proposal for the purchase request included in the agenda packet and Ms. Rose seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

XIII. ERP UPDATE (PP. 51-52)

Dr. Lawrence explained how we have still not received the blueprinting documents from Mr. Thom Lutkenhouse from Anthology. He told us we should have them by tomorrow. Every week Dr. Lawrence, Mr. Hughes, and Mr. Fraser have been meeting weekly with Mr. Lutkenhouse. Dr. Lawrence explained that they are about three to four weeks behind, but he believed there is still time to make that up. He further explained that the delay was created on the Anthology side. They temporarily assigned one of the individuals, Ms. Karen Clark to another school that was in the process of going live, but she is back to working with Rio.

XIV. STAFF REPORTS

A. PRESIDENT'S REPORT - MR. RYAN SMITH (PP. 53-55)

- President Smith shared how the McArthur discussions have been moving forward. The President, Ms. Napier, and Ms. Long plan to meet with the commissioners next week. He explained how we need to be able to justify the cost and believed it would take \$2 - \$3 million for the project. They are trying to preserve the old high school gym and the Jackson YMCA discussed coming on board. President Smith has also had conversations with the Governor and he was excited about the project. President Smith is hoping for \$1.5 million from the State or \$2 million if the YMCA is involved. He believes it would be a great project and that people would support it.

President Smith described how the Moulton Hall project is being developed for digital remote jobs. He explained how a lot of companies are hiring for tech jobs. We have office space here with 43 potential offices in that building, so we are ready to go and hoping to get a half a million dollars from the State for the project. He explained how Mr. Sean Lane from Olive, an AI company for healthcare in Columbus is working on an initiative to improve the Rio Community. He has posted signs about renewing Rio and has purchased four or five properties; removing some of the old trailers

from Cherry Ridge. He is planning to help us with the computer science project in Moulton Hall. President Smith really thinks this will be a great project that will open up jobs for southern Ohio. They pay upwards of \$80,000 - \$120,000 for this type of work. Mr. Sean Lane recently made a \$50,000 donation to Rio to help us finish the parking lot restriping project we started last year.

Ms. Jones expressed how she felt these were great projects.

Ms. Rose inquired of whether you can remodel with the funds and President Smith replied with how they won't let you pay yourself back. Ms. Ruby added that there is a USDA grant that is designed to help boost jobs in rural areas. Ms. Long requested that Ms. Ruby forward the information for the USDA grant to Ms. Morgan Saunders, the Grants Officer.

B. PROVOST'S REPORT - DR. DAVID LAWRENCE (PP. 56-58)

Mr. Reed thanked Dr. Lawrence for stepping up to fill in the role of Provost, he was pleased to hear he had taken on the role temporarily.

Dr. Lawrence explained how they have received 52 applicants for the Provost position and he has narrowed it down to 12 applicants to further review. He shared that the hiring committee will be meeting at the end of the week to discuss the candidates and chose the best applicants to interview. President Smith added that he is optimistic that they will find the right person to fulfill the role.

C. CHIEF OPERATING OFFICER'S REPORT - MS. REBECCA LONG (PP. 59-63)

Ms. Long shared how she had included two enrollment reports in the agenda packet; one for summer and one for fall. As far as the summer semester we are up 30%, but that is low by in large. She explained how there was a good increase in the non-CCP students, which is something they are always watching due to funding differences. She further explained how they track from week to week and there has been a steady increase. The comparisons use the prior year due to Covid. She also mentioned that there is an increase on the University side as well, which is exciting. We are seeing a great return of current students. Another category they are tracking is by program to see where there is a lag and where there needs to be more of a marketing focus.

Ms. Long expressed how they are confident that the trends are

moving in an upward direction, but she does remain concerned with the Center enrollments. The Directors have mentioned their concern over the increase in online courses, because the online courses are owned by the University. There is a huge increase in online courses after the pandemic, those that were attending in person are now taking classes online. The good news is we are keeping the students, but from a resources perspective by revenue we are reviewing how to allocate better going forward.

Mr. Smith inquired of whether there was pipeline in place for the Nursing BSN program. Ms. Long confirmed that yes there is a taskforce we put together to look into it, since it is our biggest program.

D. COMMUNITY PARTNERSHIPS REPORT - MS. AMANDA EHMAN (PP.64-66)

Ms. Ehman shared how the Lieutenant Governor is planning to come to the Jackson Center on Thursday. They will be highlighting the Wellston manufacturing lab and they really like those types of collaborations.

E. DIRECTOR OF MARKETING'S REPORT - MS. RENEE DELAWDER (PP. 67-68)

Ms. DeLawder shared how the Out of Darkness event turned out really nice and there were videos included on Facebook and WSAZ covered it as well.

Ms. DeLawder expressed excitement over how Rio will be getting a new website with more marketing driven content. It will take at least 6 months to transition, because of all the data.

Mr. Smith shared how he saw good marketing information on Facebook and Instagram, and mentioned his interested in LinkedIn connections. Ms. DeLawder shared how it is something that came up recently and how we need to have more focus on it.

Mr. Reed reflected positively on how noticeable the marketing has been for Rio in more recent times.

XV. OLD BUSINESS

A. ACTION MATRIX (PP. 69-70)

Ms. Long went over the action matrix explaining how the first two have already been covered under other sections.

The third item, Ms. Long is waiting to hear back from the SSLI contact about when they plan to come to campus. She will follow up when she has more information.

XVI. OTHER BUSINESS

A. NEW CHAIR & VICE CHAIR NOMINATIONS

- **Chair Nominations:**

Mr. Reed opened the floor for Chair nominations.

Mr. Adelman nominated Ms. Taylor Rose to serve as Chair of the Rio Grande Community College Board of Trustees and Ms. Jones seconded the nomination. Mr. Reed called for a voice vote. The motion passed unanimously.

- **Vice Chair Nominations:**

Mr. Reed opened the floor for Vice Chair nominations.

Mr. Adelman nominated Mr. Mick Davenport to serve as Vice Chair of the Rio Grande Community College Board of Trustees and Ms. Rose seconded the nomination. Mr. Reed called for a voice vote. The motion passed unanimously.

B. VIRTUAL MEETINGS

- **THE VIRTUAL MEETING OPTION WILL END ON JULY 1ST**

- Ms. Long explained that this will be the last meeting that will count toward trustee attendance. In the future if trustees attend virtually it will not be counted toward their attendance percentage.

- Mr. Reed thanked Dr. Garvey for joining the meeting and inquired if he had anything to add. Dr. Garvey expressed that he was appreciative of the discussion and that he was taking good notes.

- Mr. Reed thanked Dr. Darlington and inquired of whether she had anything to add. Dr. Darlington shared how she was also taking notes and was happy about the changes in the fees and other items for the students, she was happy to see those changes made.

XVII. EXECUTIVE SESSION

A motion was made at 7:07pm. by Mr. Davenport to enter into executive session to discuss employee compensation. The motion was seconded by Mr. Scott. President Smith, Ms. Long, and Ms. Ruby were invited to join the trustees in executive session.

Executive Session Roll Call Vote:

Mr. Paul Reed	YES
Ms. Taylor Rose	YES
Mr. Andrew Adelman	YES
Mr. Mick Davenport	YES
Mr. Troy Howdysshell	YES
Ms. Mary Lynne Jones	YES
Ms. Sarah Munn	YES
Mr. Christian Scott	YES
Mr. Joshua Smith	YES

APPROVED

Executive Session ended at 7:41pm.

PRESIDENTIAL CONTRACT RENEWAL

Mr. Davenport made a motion to extend the current Presidential Contract another 12 months. Ms. Jones seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

VACATION POLICY 5.03 AMENDMENT

Ms. Rose made a motion to approve the following amendments to Vacation Policy 5.03. Mr. Scott seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

Amendment to section 5.03 of RGCC PPM regarding Vacation.

The current section G. stating "A maximum of three years of vacation will be paid out at time of employment separation." Should be moved to section D. Payment at Separation following the last sentence.

Section G. should be updated to read;

G. Vacation Buy Week An employee whom has accrued but unused vacation leave at the end of any fiscal year may exchange for cash up to ten (10) days at full time status and thirty (30) hours at part time status, at the option of the employee. Buy week must be done at a minimum of a week at a time (40 hours FT and 30 hours PT), fully paid out at the per diem rate of pay, as a second check on the employees regularly scheduled pay cycle in the months of July and/or December. Vacation leave exchanged for cash in this manner shall be extinguished and shall not be carried over into the following fiscal year.

XVIII. ADJOURNMENT

There being no further business to discuss, Mr. Scott made a motion and Mr. Smith seconded the motion to adjourn the meeting at 7:43pm. Mr. Reed called for a voice vote. The motion passed unanimously.



Mr. Paul Reed, Chair



Ms. Cherokee Ruby Treasurer