



BOARD OF TRUSTEES MEETING
Monday, February 26, 2024
Regular Meeting – 6:00 pm @ The Lodge
Virtual / Hybrid Meeting

- **Call to Order (5 min)** Chairman Mitchell
- **Roll Call** Mr. Powell
- **Approve Minutes from December 7, 2023** Chairman Mitchell
- **Board Training Session** Dr. Young
 - Current issues in Higher Education (Artificial Intelligence AI)

- **Executive Session (15 min)** Chairman Mitchell

- **President's Report (15 min)** Dr. Young
 - President's Report
 - Motion to Approve Artificial Intelligence Policy (AI)
 - Motion to Approve Admission Policy
 - Motion to Approve Refund Policy
 - Motion to Approve Return Title IV Policy
 - Motion to Approve Satisfactory Academic Progress Policy
 - Motion to Approve Collective bargaining (Police)

- **Academic Affairs Report (5 min)** Trustees Ben Mitchell / Gerry Bird / Ms. Hagerott
 - Update from Vice President

- **Executive Vice President Report (5 min)** Dr. Jarrod Tudor

- **Community Relations and Student Experience Report (5 min)** Trustees Stuart Brooks / Leon Forte' / Hannah Guada
 - Update from Vice President

- **Finance and Personnel Report (5 min)** Trustees Jeanie Addington / Mr. Fuller
 - Update from Vice President / CFO / Treasurer
 - Motion to Accept FY 2023 Audited Financial Statements
 - Motion to Approve Salary Increase 2024
 - Motion to Approve Trimble Scholarship
 - Motion to Approve Tuition Rate for Students

- **Facilities Committee Report (5 min)** Trustee Budzik / Dr. Young
 - Update on Projects

- **Chairman's Report (10 min)** Chairman Mitchell
 - Motion to Approve Selection Committee Appointees

- **New Business (5 min)** Chairman Mitchell
- **Adjournment** Chairman Mitchell
 - **Event Schedule**
 - Next Meeting – April 25, 2024 / 5:30 pm Committee Meetings / 6:00 pm Board Meeting
 - Spring Graduation – May 4 at 9:00am and 11:00am

Our Mission

Advancing the future through education, research, and service to the community.

Date: December 7, 2023

The hybrid virtual meeting of the Hocking College Board of Trustees and Foundation Board was held Thursday, December 7, 2023. Members either signed in on the provided link or attended in person at The Lodge at Hocking College.

Administrators attending: Dr. Betty Young, President; Dr. Jarrod Tudor, Executive Vice President; Mr. Stephen Powell, Chief-of-Staff, Secretary to the Board; Ms. Jacqueline Hagerott, Vice President of Academic Affairs; Mr. Mark Fuller, Vice President, Chief Financial Officer / Treasurer; Ms. Hannah Guada, Vice President of Student Life; Mr. Joe Deer, CIO.

Additional attendees: Staff, Bargaining Units Representatives, and media (All Virtual)

CALL TO ORDER

Ben Mitchell called the meeting to order at 5:58 pm

ROLL CALL

Stephen Powell, Board Secretary, called the roll:

Board members present: Trustees Jeanie Addington, Gerry Bird, Mike Budzik, Stuart Brooks, Leon Forte', Ben Mitchell.

Board members absent: All members present.

Members present constitute quorum.

APPROVAL OF MINUTES

Chairman Ben Mitchell asked if there were any changes to the minutes from the October 5, 2023 regular meeting. A motion was made by Trustee Gerry Bird and seconded by Trustee Stuart Brooks to approve the October 5, 2023, Board of Trustees minutes. The motion was unanimously approved.

PRESIDENT'S REPORT

Dr. Young gave the following report:

Mathematics Center for Excellence – The center launched this semester. As of December 6, the math center has had over 400 appointments for students taking math classes.

Concrete & Rigging Class – As part of the Construction Management program, the class helped build a concrete wall and foundation as part of their course. This project took place at Lake Snowden.

Burn Tower – Dr. Young introduced Melissa Molden who serves as our Fire Science Program Manager. The college has made the decision to move the burn tower to the Sylvania building.

Fairfield County Workforce Center – Students built over 50 playhouse kits for Habitat for Humanity.

Choose Ohio First – The college will be awarded \$144,000.00 for FY24 funding round.

Commercial Truck Driver – The college was awarded \$65,215.00 for FY24 funding round.

ACADEMIC AFFAIRS REPORT

Ms. Hagerott gave the following report:

Dr. Young covered Academic Affairs updates in the Presidents report. No further update.

EXECUTIVE VICE PRESIDENT REPORT:

Dr. Tudor gave the following report:

Appalachia Community Grant - The college is the lead applicant for the Appalachia community grant. This grant would help cover the expenses of the Mechum building in Nelsonville. In that building we would have our dental hygiene program, and Telehealth.

Capital Bill – The college received 4.5 million for the Workforce Center in Fairfield County.

Athletics – The men's and women's basketball team is up and running for the season. Join us at one of our ball games.

COMMUNITY RELATIONS REPORT:

Ms. Guada provided current updates related to student life on campus.

FINANCE AND PERSONNEL REPORT:

Trustee Ben Mitchell asked Mr. Mark Fuller to give the Finance and Personnel Report.

Hocking College Financial Update

FY2024 Through 10/31/2023

BUDGET TO ACTUAL COMPARISON

	ANNUAL BUDGET (000'S)	YEAR TO DATE ACTUALS (000'S)	STATUS
REVENUE	\$ 35,084	\$ 18,568	Projected to be less than budget
EXPENSE	\$ 35,084	\$ 11,657	Projected to offset reduced revenue
NET	\$ 0	\$ 6,911	

LIQUIDITY AND FUNDING FIGURES

	OCT 2023 (000'S)	JUNE 2023 (000'S)	YTD NET CHANGE
OPERATING CASH	\$ 7,784	\$ 6,892	\$ 892
RESERVES & ENDOWMENTS	\$ 3,288	\$ 3,409	\$ (121)
CAPITAL FUNDS AVAILABLE	\$ 3,810	\$ 3,838	\$ (28)

Budget to Actuals Detail

College operating and auxiliary revenues are currently at \$18.6 million or 53% of the annual budgeted amount. Revenues to date are made up of Tuition & Fees (\$11.2 million), State Share of Instruction (\$3.5 million), Auxiliary Revenues (\$3.5 million), and Other Revenue (\$0.4 million). Revenues are currently projected to 5.9% less than budget based on revised full year projections that include 2023AU enrollment figures.

To adjust for revised revenue projections, the College has made revisions to its planned expenditures for the year. Adjustments to expenses will be largely made by delaying filling of open positions, delaying funding of discretionary projects, and seeking additional efficiencies throughout the College. The College is currently at a 6.1% improvement in expenses from the prior year, and is currently projected to be able to match the projected decrease in revenue with reduced expenses.

A noteworthy positive budget variance has been the Lodge which has increased revenues by 58%, and improved its profitability by \$110 thousand YTD.

Liquidity Detail

The College has a current operating cash balance of \$7.7 million or approximately 81 days of cash on hand. This is an increase of \$0.9 million from the beginning of the fiscal year, driven largely by the College's collection of 2023AU receivables outpacing operating expenses. Operating cash is anticipated to remain stable over the coming months before increasing as the College's 2024SP receivables are collected.

Strategic reserves, fee reserves, and replacement reserves combine to total \$1.6 million. College Endowments equate to \$1.7 million, making the amount of reserves and endowments total \$3.3 million. Reserves and endowments are \$0.1 million lower than the beginning of the fiscal year based on strategic reserves expended on capital projects. The College continues to contribute monthly to strategic reserves to help replenish reserve levels.

SUBJECT:

Increase Hocking College's Instructional Tuition Fee

BACKGROUND:

Authority for the College to increase its tuition is granted by the Ohio General Assembly. Per section 381.260 of HB 33 state community and technical colleges are permitted to increase instructional fees by up to \$5 per credit hour for FY2025.

Hocking College last updated its instructional fee in FY2024, effective January 1st, 2024. A survey of Ohio Technical and State Community Colleges shows the following current instructional fees:

Name	Instructional Fee
Belmont College	\$ 125.75
Stark State College	\$ 141.50
Clark State Community College	\$ 147.33
Edison State Community College	\$ 155.32
Columbus State Community College	\$ 157.43
Zane State College	\$ 163.00
Hocking Technical College	\$ 164.00
Central Ohio Technical College	\$ 164.00
Washington State Community College	\$ 170.00
Owens State Community College	\$ 172.50
Cincinnati State Community College	\$ 174.64
North Central State College	\$ 179.60
Northwest State Community College	\$ 181.33
Terra State Community College	\$ 189.00
James A. Rhodes State College	\$ 190.00
Southern State Community College	\$ 192.00
Marion Technical College	\$ 200.00

RECOMMENDATION:

The Board of Trustees approve the motion to increase its instructional fee by up to \$5, from \$164/credit hour to \$169/credit hour which translates to an increase in the full time rate by \$60, from \$1,968/semester to \$2,028/semester. The increase will occur in Fiscal Year 2025, and become effective for the 2024-2025 Academic Year, effective for all classes beginning with 2024SM semester.

Existing students following the terms of the College's tuition guarantee will not be impacted by the increase.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

The motion will allow Hocking College to continue to offer world-class academic programming at a competitive and affordable rate.

FISCAL IMPACT:

The annualized financial impact of this tuition increase is estimated at approximately \$200,000 once fully implemented.

MOTION:

A Motion was made by Trustee Stuart Brooks and seconded by Trustee Gerry Bird to increase the College's instructional fee by \$5, from \$164/credit hour to \$169/credit hour. The increase will occur in Fiscal Year 2025, being effective for all classes beginning 2024SM semester. Existing students following the terms of the College's tuition guarantee will not be impacted by the increase. The motion was unanimously approved.

SUBJECT:

Administrative fee for student-athletes living off-campus

BACKGROUND:

Hocking College has updated and clarified its procedures related to student-athletes' requirement to live in a college-owned residence hall.

The procedure allows for an exception to the College's residence hall requirement if a student-athlete meets all of the following criteria:

- Student-athlete requests to live with their parent/guardian
- College confirms that parent/guardian lives within the College's service district
- Student-athlete commits to and is able to meet all requirements associated with team membership-- including practice times, game times, travel, etc.
- Student-athlete pays an annual administrative fee of \$750

RECOMMENDATION:

The Board of Trustees approve a motion to allow the College to charge student-athletes who are approved for a residence hall exception an administrative fee of \$750.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

Motion will allow Hocking College to continue to enforce the requirement for student-athletes to live in a residence hall while providing flexibility to students who are coming from families that live close to campus and who want to remain at home.

FISCAL IMPACT

This is expected to impact less than 10 student athletes per year and will not have a meaningful impact on dorm occupancy.

MOTION:

A Motion was made by Trustee Leon Forte' and seconded by Trustee Gerry Bird to approve a \$750 administrative fee for student-athletes approved for a residence hall exception, as permitted within the parameters of the College's procedures. The motion was unanimously approved.

SUBJECT:

Student Transcript Withholding

BACKGROUND:

Recently passed House Bill 33 revises ORC 3345.027, adding Section 3345.027C which requires that the Board of Trustees of each public institution of higher education to formally consider and adopt a resolution addressing transcript withholding.

Hocking College currently withholds transcripts if the student owes a balance unless the transcripts are being sent to an employer as a condition of employment, as per ORC 3345.027B.

Hocking College has analyzed data regarding account collection and transcript withholding. The College estimates that transcript withholding aids in the collection of approximately \$20,000 per year in past due receivables, or approximately 3% of the annual amount collected by the Attorney General's Office on the College's behalf.

The College believes that ending the practice of transcript withholding will help promote the state's post-secondary education attainment and workforce goals and help students who have dis-enrolled from Hocking College to complete an education, be it at Hocking College or another state institution.

RECOMMENDATION:

The Board of Trustees approve a resolution to end the College's practice of transcript withholding, effective December 1, 2023. The resolution will allow the College to be in compliance with ORC 3345.027.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The resolution will allow Hocking College to stay in compliance with ORC 3345.027 and will end its practice of student transcript withholding.

FISCAL IMPACT:

Approximately \$20,000 per year reduction in past due receivable collections.

WHEREAS, the Board of Trustees of Hocking Technical College, hereinafter referred to as the "College" formally considers and evaluates its practice of student transcript withholding.

WHEREAS, ORC Section 3345.027(C) requires that Board of Trustees of each public institution of higher education to formally consider and adopt a resolution addressing student transcript withholding.

WHEREAS, the College currently withholds student transcripts if the student owes a balance unless the transcripts are being sent to an employer as a condition of employment, as per ORC 3345.027(B).

WHEREAS, the College has considered and evaluated each of the following factors:

- a) The extent to which ending the practice of student transcript withholding will promote the state's post-secondary education attainment and workforce goals;
- b) The rate of collection on overdue balances resulting from the historical practice of student transcript withholding;
- c) The extent to which ending the practice of student transcript withholding will help students who have dis-enrolled from the College to complete an education, whether it be at the College or another state institution.

NOW, THEREFORE, BE IT RESOLVED, that the College shall end the practice of withholding student transcripts for non-payment of overdue balances owed to the College, effective December 1, 2023.

MOTION:

A motion was made by Trustee Leon Forte' and seconded by Trustee Mike Budzik to end the practice of withholding student transcripts for non-payment of overdue balances owed to the College. One yes, 5 no, motion fails.

A motion was made by Trustee Gerry Bird and Stuart Brooks to continue with the existing student transcript withholding policy. The motion was unanimously approved.

SUBJECT:

Medical Insurance Premium Increase for Calendar Year 2024

BACKGROUND:

Hocking College, through South Central Ohio Insurance Consortium (SCOIC), offers medical insurance benefits to eligible employees. Hocking College joined SCOIC in 2016 as part of an initiative to provide quality medical insurance benefits to its employees at a reasonable price.

The initiative has successfully allowed Hocking College to achieve minimal increases in premiums despite state and national trends in healthcare costs. Below is a summary of Hocking College's medical insurance premium increases compared to the state average according to the Ohio Employment Relations Board.

	<i>Hocking College</i>	<i>State Average</i>
<i>2021 Single Coverage</i>	0.0%	4.6%
<i>2022 Single Coverage</i>	3.0%	3.7%
<i>2023 Single Coverage</i>	8.0%	6.7%
<i>2021 Family Coverage</i>	0.0%	3.9%
<i>2022 Family Coverage</i>	3.0%	3.1%
<i>2023 Family Coverage</i>	8.0%	7.0%

RECOMMENDATION:

The Board of Trustees approve a motion to increase Hocking College's Medical Insurance Premiums by 8.0% for Calendar Year 2024, in accordance with SCOIC's analysis.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

Motion will allow Hocking College to continue to offer medical benefits at an affordable rate, while maintaining appropriate levels of funding for future claims.

FISCAL IMPACT

The 8.0% increase equates to an estimated annual premium increase of \$190,000. The burden of this increase will be split between Hocking College (\$152,000) and participating employees (\$38,000).

The per-pay increase for single coverage employees will be \$7.02. The per-pay increase for family coverage employees will be \$20.85.

The College is conscious of the impact that inflation has had on its employees and recommends the College allow employees to offset the increase through a reduction in their required HSA deductions. This will allow employees to continue to pay for insurance without any increase to their net payroll deductions.

Revised medical insurance withholdings and Health Savings Account (HSA) Contributions will be as follows for each pay:

SINGLE MEDICAL PLANS	CY 2024	CY 2023	INCREASE
College Paid Premium	\$ 379.08	\$ 351.00	\$ 28.08
College HSA Contribution	\$ 100.00	\$ 100.00	\$ 0.00
Total College Costs	\$ 479.08	\$ 451.00	\$ 28.08
Employee Paid Premium	\$ 94.77	\$ 87.75	\$ 7.02
Employee Required HSA Deductions	\$ 11.36	\$ 18.38	\$ (7.02)
Net Payroll Deductions	\$ 106.13	\$ 106.13	\$ 0.00

FAMILY MEDICAL PLANS	CY 2024	CY 2023	INCREASE
College Paid Premium	\$ 1,125.86	\$1,042.46	\$ 83.40
College HSA Contribution	\$ 100.00	\$ 100.00	\$ 0.00
Total College Costs	\$ 1,225.86	\$1,142.46	\$ 83.40
Employee Paid Premium	\$ 281.46	\$ 260.61	\$ 20.85
Employee Required HSA Deductions	\$ 33.64	\$ 54.49	\$ (20.85)
Net Payroll Deductions	\$ 315.10	\$ 315.10	\$ 0.00

MOTION:

A motion was made by Trustee Gerry Bird and seconded by Trustee Leon Forte' to approve an 8.0% increase in Hocking College's Medical Insurance Premiums for calendar year 2024. Further motion to permit employees to offset the increase through a reduction in their required HSA deductions, allowing employees to continue to pay for insurance without any increase to their net payroll deductions. The motion was unanimously approved.

SUBJECT:

Fire Training Tower Installation at Sylvania Educational Site

BACKGROUND:

Hocking College is planning to install a new fire training tower at its Sylvania Educational Site. The new fire training tower will replace the College's existing burn tower which is reaching the end of its useful life. Site work will be required prior to installation.

RECOMMENDATION:

The Board of Trustees approve a motion to allow Hocking College to move forward with site work as well as the purchase and installation of a new fire training tower at its Sylvania Educational Site.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

Motion will allow Hocking College to continue offering its students world-class programming at an affordable rate.

FISCAL IMPACT:

The budget for the project is \$306,885. This project will be funded through State Capital Appropriations.

MOTION:

A motion was made by Trustee Mike Budzik and seconded by Trustee Leon Forte' to approve the College to move forward with site work as well as the purchase and installation of a new fire training tower at its Sylvania Educational Site. The motion was unanimously approved.

FACILITIES COMMITTEE REPORT –

Dr. Young provided updates to current projects taking place on campus.

CHAIRMAN'S REPORT

No report.

NEW BUSINESS

None.

NEXT MEETING – The next meeting of the Board of Trustees is scheduled for February 22, 2024 starting at 6:00 pm at The Lodge.

ADJOURNMENT

There being no further business to conduct, a motion was made to adjourn by Trustee Stuart Brooks and seconded by Trustee Jeanie Addington. The motion was approved. The Board adjourned at 7:24 pm.



Ben Mitchell, Chair



Stephen Powell, Board Secretary



**Hocking College
Board of Trustees Action**

Date: February 22, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Artificial Intelligence (AI) Use in Curriculum Policy

BACKGROUND:

This policy establishes initial guidelines for the use of Artificial Intelligence (AI) as a tool in the curriculum at Hocking College, with a focus on maintaining academic integrity and accountability of students and all users. Hocking College acknowledges the growing significance of AI in education and supports its use as a tool to enhance learning and teaching. However, the College emphasizes the importance of academic integrity and the necessity for students to develop and demonstrate their own competencies.

RECOMMENDATION:

The Board of Trustees pass a motion to approve the Artificial Intelligence (AI) Use in Curriculum Policy.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance to the evolving field of AI in education.

FISCAL IMPACT:

None.

COMMENTS:

None.



Motion to approve Artificial Intelligence (AI) Use in Curriculum Policy.

Adopted: February 26, 2024

[Handwritten signature]

Approved: *[Handwritten signature]*

Ben Mitchell, Chairman



Policy Category: Academic Affairs

Policy Number: 49.002

Policy Issued: 02/24/2024

Policy Revised:

Policy Reviewed:

Policy Title: Artificial Intelligence (AI) Use in Curriculum

Policy Board Approved: 02/24/2024

I. Purpose:

This policy establishes guidelines for the use of Artificial Intelligence (AI) as a tool in the curriculum at Hocking College, with a focus on maintaining academic integrity and accountability of students.

II. Scope:

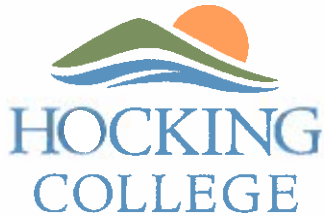
This policy applies to all students, faculty, and staff of Hocking College engaging in or facilitating the use of AI tools in academic activities.

III. Policy Statement:

Hocking College acknowledges the growing significance of AI in education and supports its use as a tool to enhance learning and teaching. However, the College emphasizes the importance of academic integrity and the necessity for students to develop and demonstrate their own competencies.

IV. Student Accountability:

1. **Proper Use:** Students are expected to use AI tools ethically and responsibly. AI should be used as an aid in the learning process, not as a replacement for personal understanding and effort.
2. **Disclosure:** When using AI tools for assignments or projects, students must disclose the use of these tools. Failure to disclose the use of AI assistance is considered a violation of academic integrity.



3. **Original Work:** Students are responsible for ensuring that the final submission of any assignment is their original work. While AI can assist in the learning process, the final output must reflect the student's own understanding and capabilities.
4. **Learning Outcomes:** Faculty are encouraged to design assignments and assessments that focus on critical thinking, problem-solving, and creativity, areas where AI assistance is supplementary rather than primary.

V. Faculty Responsibilities:

1. **Guiding Use:** Faculty should guide students on the appropriate use of AI tools, ensuring that their use aligns with the learning objectives of the course.
2. **Monitoring:** Faculty are responsible for monitoring the use of AI tools to ensure that students maintain academic integrity.
3. **Assessment Design:** Faculty should design assessments that require students to demonstrate their understanding and skills, minimizing the possibility of AI tool overreliance.
4. **Course syllabi** must address the acceptable use or any prohibition of any use of AI in the course.

VI. Violations:

Violations of this policy will be addressed according to the Academic Integrity Policy of Hocking College. Consequences may include academic penalties, disciplinary action, or both.

VII. Review and Amendments:

This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance to the evolving field of AI in education.

VIII. Contact:

Questions regarding this policy should be directed to the Office of Academic Affairs at Hocking College.



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Admissions Policy 63.003

BACKGROUND:

Admissions policy is to foster inclusivity, diversity, and academic excellence while ensuring equal opportunities for all prospective students.

RECOMMENDATION:

The Board of Trustees pass a motion to approve the Admissions policy.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance.

FISCAL IMPACT:

None

COMMENTS:

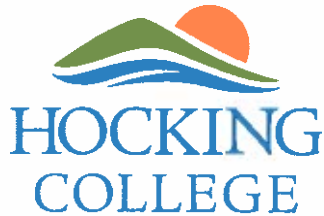
None



Motion to approve Admissions Policy 63.003

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman



Policy Category: Administrative Policies

Policy Number: 63.003

Policy Issued:

Policy Revised:

Policy Reviewed:

Policy Title: Admissions Policy

Policy Approved: 2/26/2024

Pages: 1

At Hocking College, we are dedicated to providing accessible and comprehensive educational opportunities to individuals seeking to advance their knowledge, skills, and career prospects. Our admission policy is designed to foster inclusivity, diversity, and academic excellence while ensuring equal opportunities for all prospective students.

Hocking College does not discriminate against any individual on the basis of race, color, religion, gender identity or expression, national origin (ancestry), military status, disability, age, status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a nursing mother, status as a foster parent, genetic information, or sexual orientation.

Prospective students will be admitted pursuant to Hocking College Procedures.

Hocking College adheres to all federal and state regulations regarding admissions, including those related to Title IX, the Americans with Disabilities Act (ADA), and other applicable laws.

Hocking College reserves the right to update, modify, or amend its admission policy as necessary to uphold the integrity of the institution and ensure compliance with relevant laws and regulations.

See also:

43.001 Open Enrollment Policy



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Refund Policy 63.004

BACKGROUND:

Refund Policy is to provide refunds of tuition and fees to ensure transparency and fairness for all students

RECOMMENDATION:

The Board of Trustees pass a motion to approve the Refund policy.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance.

FISCAL IMPACT:

None

COMMENTS:

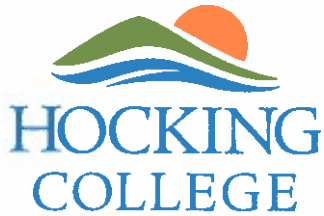
None



Motion to approve Refund Policy 63.004

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman



Policy Category: Administrative Policies

Policy Number: 63.004

Policy Issued:

Policy Revised:

Policy Reviewed:

Policy Title: Refund policy

Policy Approved: 2/26/2024

Pages: 1 |

Hocking College, strives to provide refunds for tuition and fees to ensure transparency and fairness for our students. Students are eligible for a refund of tuition and fees based on the official withdrawal date. The refund amount is determined by the date of withdrawal, class start date, and the length of the course. No refunds will be provided for courses dropped after the start date of the class. Full charges are due for any courses in which a student is enrolled after the class has commenced. Students must officially withdraw from the course through the Hocking College Registrars office email or by submitting a written withdrawal request to the Registrar's Office. The withdrawal date will be determined based on the date the withdrawal request is received.



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Return of Title IV Funds Policy 63.006

BACKGROUND:

Return of Title IV Funds Policy is to provide clear guidelines and procedures for the return of Federal Title IV aid by students who withdraw from all courses. before completing more than 60% of the payment period (Semester).

RECOMMENDATION:

The Board of Trustees pass a motion to approve the Refund policy.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance based on changes determined by Federal Student Aid (.gov).

FISCAL IMPACT:

None

COMMENTS:

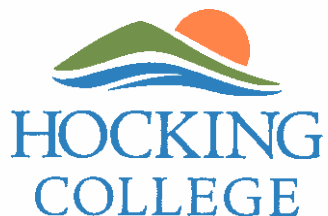
None



Motion to approve Return of Title IV Policy 63.006

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman



Policy Category: Financial Aid Policies

Policy Number: 63.006

Policy Issued:

Policy Revised:

Policy Reviewed:

Policy Title: Return of Title IV Funds

Policy Approved: 2/26/2024

Pages: 1

Hocking College follows the guidelines in the Federal Student Aid Handbook for return of Title IV Funds.

Definitions:

Payment period:

The period of time for which Federal Title IV aid is awarded, typically a semester or academic term.

Withdrawal:

Refers to the official or unofficial withdrawal from all courses for which a student is enrolled within a payment period.

See Also: [Federal Student Aid Handbook](#)



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Satisfactory Academic Progress Policy 63.005

BACKGROUND:

Satisfactory Academic Progress Policy follows the guidelines in the Federal Student Aid Handbook.

RECOMMENDATION:

The Board of Trustees pass a motion to approve the Refund policy.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

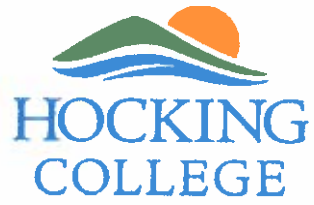
This policy is subject to review and amendment as necessary to ensure its effectiveness and relevance based on changes determined by Federal Student Aid (.gov).

FISCAL IMPACT:

None

COMMENTS:

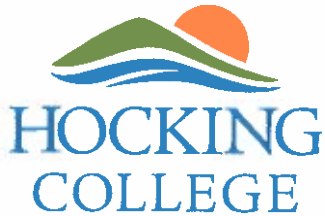
None



Motion to approve Satisfactory Academic Progress Policy 63.005

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman



Policy Category: Financial Aid Policies

Policy Number: 63.005

Policy Issued:

Policy Revised:

Policy Reviewed:

Policy Title: Satisfactory Academic Progress

Policy Approved: 2/26/2024

Pages: 1

Hocking College follows the guidelines in the Federal Student Aid Handbook for Satisfactory Academic Progress (SAP). Students have the right to appeal a financial aid suspension by submitting a written appeal to the Office of Financial Aid.

Definitions:

GPA Requirement:

Hocking College uses a graduated scale to evaluate the GPA. Students must maintain a minimum cumulative Grade Point Average (GPA) to be considered in good academic standing of:

- 1-16 credits GPA of 1.5
- 17-32 credits GPA of 1.6
- 33-43 Credits GPA of 1.75
- 44-54 Credits GPA of 1.9
- 55+ Credits GPA of 2.0

Pace of Progression:

Students must successfully complete at least 66.67% of the cumulative attempted credits. This is calculated by dividing the total number of successfully completed credits by the total number of attempted credits.

Maximum Timeframe:

Student has attempted in excess of 150% of the published length of the program.

Payment period:

The period of time for which Federal Title IV aid is awarded, typically a semester or academic term.

See Also: [Federal Student Aid Handbook](#)



**Hocking College
Board of Trustees Action**

Date: February 26, 2024

Submitted by: Jacqueline Hagerott

SUBJECT

Full-time Police Officers' and Police Sergeants' Agreement between Hocking Technical College and Ohio Patrolmen's Benevolent Association.

BACKGROUND

An *employer of choice* is an organization viewed by current employees and prospective employees as a great place to work. Many factors affect this status, including establishing a winning culture, offering a competitive compensation package, and providing employees with the resources necessary to successfully perform their work duties. Achieving and maintaining this status allows the College to attract and retain talented employees.

The College recognizes the current negotiation with the Ohio Patrolmen's Benevolent Association presents an opportunity to accomplish this goal.

RECOMMENDATION

The Board of Trustees approve the motion that Hocking College agrees to the key negotiated terms listed in Attachment A. These terms and additional non-substantive modifications will be effective January 1, 2024 pending acceptance of the Ohio Patrolmen's Benevolent Association membership.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

Approval by the Board of Trustees and subsequent approval by the Ohio Patrolmen's Benevolent Association membership results in a new contract effective January 1, 2024 – December 31, 2026.

FISCAL IMPACT

Total approximate cost for salaries of the three-year (January 1, 2024-December 31, 2026) contract is \$21,021.

Hocking College

MOTION TO APPROVE

The Board of Trustees approve the motion that Hocking College agrees to the key negotiated terms listed in Attachment A. These terms and additional non-substantive modifications will be effective January 1, 2024 pending acceptance of the Ohio Patrolmen's Benevolent Association membership.

Adopted: 2/26/24
Date

Approved: 
Board Representative

**Attachment A
Key Negotiated Terms**

**FULL-TIME POLICE OFFICERS' AND POLICE
SERGEANTS' AGREEMENT**

between

HOCKING TECHNICAL COLLEGE

and

**OHIO PATROLMEN'S BENEVOLENT
ASSOCIATION**

Contract Term

This Agreement shall be effective January 1, 2024 through December 31, 2026.

Holidays

Add Juneteenth, June 19th to the list of holidays observed by the College.

Vacation Accumulation

Current Contract Language:

The amount of accumulated vacation that an employee may have to his/her credit at any given time shall be limited to 200 vacation hours. Vacation accrued in excess of 200 vacation hours entitlement will be lost as part of the monthly accrual system. A cap of 200 hours of vacation accrual maximum exists for purposes of payoff at the time of retirement.

To be consistent with campus wide College policies and procedures, replace with:

The amount of accumulated vacation that an employee may have to his/her credit at any given time shall be determined pursuant to the College's Vacation Carry Forward Policy which states: Ten (10) days or 80 hours maximum may be carried over to the next fiscal year (July 1 – June 30). All of the Ten (10) days or 80 hours maximum carried over to the next fiscal year must be used and exhausted by December 31 of that calendar year. Employee shall be paid for any unused accumulated vacation hours at time of separation.

Meals and Incidentals and Lodging

Update CBA language to be consistent with College reimbursement rates and procedures.

Wages

2024

Effective January 1, 2024, the hourly wage for each Police Officer shall be increased by two percent (2.0%).

Effective January 1, 2024, the hourly wage for each Sergeant shall be increased by two percent (2.0%).

2025

Effective January 1, 2025, the hourly wage for each Police Officer shall be increased by two percent (2.0%).

Effective January 1, 2025, the hourly wage for each Sergeant shall be increased by two percent (2.0%).

2026

Effective January 1, 2026, the hourly wage for each Police Officer shall be increased by two percent (2.0%).

Effective January 1, 2026, the hourly wage for each Sergeant shall be increased by two percent (2.0%).

Starting Wage and wage adjustment for currently employed officer:

The starting regular hourly wage for Police Officers hired during the term of this contract shall be ~~\$17.00~~ 20.80. Officers making less than \$17.00 at this contract's inception shall be paid a regular hourly rate of ~~\$17.00~~ 20.80 effective January 1, 2024. Said Police Officers shall be eligible for the increases described in this article so long as they are hired prior to April 1 of the year of the increase.

Except as identified in this section, all Police Officers and Sergeants shall receive the regular hourly increases identified in this article, at the time so identified in this article.

Shift Differential

Change from 3 pm to 11 pm to be consistent with College hours of operation.

Employees working for a minimum of four (4) hours from ~~3:00~~ 11:00 pm to 7:00 am shall be paid an additional \$.50 per hour for all such hours worked, which shall be added to their regular hourly rate. Such differential shall not be added to the employees' regular hourly rate as part of sick, vacation, personal days and compensatory time payments.

Economic Benefits

Insurance

The College shall provide eligible employees and their families with health, dental, vision, and life insurance. Current plan descriptions shall be posted on the Office of Human Resource's website or the College's online payroll platform. Eligible Bargaining Unit Employees may participate in any, or all, of the employer provided benefits.

Health Insurance

In accordance with insurance provisions, the College will provide eligible employees with health insurance, if elected. Bargaining Unit Employees will pay 20% of the premium and the College will pay the remaining 80% of the premium for single and family health coverage.

Vision Insurance

In accordance with insurance provisions, the College will provide eligible employees with vision insurance, if elected. Bargaining Unit Employees will pay 15% of the premium and the College will pay the remaining 85% of the premium for single and family vision coverage.

Dental Insurance

In accordance with insurance provisions, the College will provide eligible employees with 100% of the premium for single benefit for dental insurance, if elected. In accordance with insurance provisions, Employees shall have the option of selecting family coverage in which event the College will pay 100% of the amount equating to the single premium amount and 85% of the excess cost of family coverage. The employee will pay the balance.

Life Insurance

The College will provide a \$75,000 life insurance policy for eligible Bargaining Unit Employees.

Health Savings Account Contributions and Wellness Initiative

In an effort to promote health and wellbeing among Hocking College employees, the College provides a wellness initiative.

Employees shall have three options in relation to the wellness initiative and the HSA contribution.

- a. Participate in the wellness initiative and receive \$2600 (\$100 per pay) into the employee's health savings account (HSA).
- b. Decline to participate in the wellness initiative, pay an increased health insurance premium of twenty-five dollars (\$25.00) per pay and receive \$2600 (\$100 per pay) into the employee's health savings account (HSA); or
- c. Decline to participate in the wellness initiative, pay the regular Health Insurance premium and the College will not deposit any funds into the employee's health savings account (HSA).

For members choosing option (a) above, to maintain eligibility to receive the full Hocking College HSA contribution, members are required to participate in all three components of a wellness initiative. This wellness initiative includes:

- A self-reported health risk assessment
- A biometric screening (blood draw); and
- Viewing of a brief video titled Know Your Numbers and completion of a quiz, which will help you better understand the results of your assessment and screening.

Employees participating in the wellness initiative, who are age 55 or older, and qualifying for HSA catch-up contributions per IRS rules are eligible for up to \$500 in matching HSA contributions from the College. Employees must contribute voluntary HSA catch-up contributions to qualify for the matching funds. (Example: Employee contributes \$300 in voluntary HSA catchup contributions, the College will match the \$300, for a total catch up contribution of \$600).

Scholarships

Current Contract Language:

Tuitions and all program fees for employees, retired Hocking College employees with a minimum of 10 years service, their spouses, children, and grandchildren (up to age 23) will be provided through full College scholarships for coursework taken from the College. Each participant other than the employee, will be assessed a service fee of \$10 per semester. Courses that require tuition payment to institutions other than Hocking College are not eligible for the scholarship.

To be consistent with campus wide College procedures, replace with:

Tuitions for employees, their spouses, children, and grandchildren (up to age 23) for one associate degree per person, will be provided through full College tuition scholarships for coursework taken from the College. Courses that require tuition payment to institutions other than Hocking College are not eligible for the scholarship. To qualify, employees must be employed full-time for at least one year.

Reimbursement

To be consistent with campus wide College procedures, replace with:

Where the College directs an employee to obtain additional training or education as a condition of continuing employment or in the interest of the College, the College will reimburse the employee for all tuition costs and necessary fees paid by such employee, provided the employee successfully completes the coursework for which reimbursement is sought with a passing grade.

Where the employee requests the opportunity to further his/her education at an institution other than the College, and does so with the written approval of the Human Resources administrator, then the College shall reimburse the employee for tuition costs incurred at such other institution in accordance with Hocking College Tuition Reimbursement Procedure HR-311 dated March 31, 2022.

Staff Discount

To expand staff discount to include additional entrepreneurial adventures, replace with:

Full-time Bargaining Unit Employees may receive a twenty (20) percent discount on purchases at the Nature Center or Hocking College Spirit Store and a fifteen percent (15%) discount on purchases at Hawks Nest Dining (College Dining Hall) and Rhapsody Restaurant and Hocking College Canine Boarding and Grooming Facility. Bargaining Unit Employees must present a valid Hocking College staff ID to receive the respective discounts.

Doctor's Certificate

Current Contract language

An employee who is absent on sick leave due to personal illness or injury or immediate family illness or injury will be required to present a doctor's certificate, stating the cause of the absence, when the absence exceeds five (5) working days. The College will not require such a certificate in the case of illness or injury of less than five (5) working days duration except in the case of employees who frequently take sick leave and only after the employee has been so notified in writing.

To be consistent with College practices for all employees, change from exceeds five (5) to three (3) or more, replace with:

When for three (3) or more consecutive workdays or for which FMLA protection is sought, when an employee has reached an excessive leave absence as described below, or if the College reasonably suspects unjust cause of leave, an employee who is absent on sick leave due to personal illness or injury or immediate family illness or injury shall be required to present a doctor's certificate from any medical provider including, but not limited to, 1-800-MD, minute clinic, etcetera, stating the cause of the absence.

Personal Days

To be consistent with College practices for all employees, replace with:

An employee may use, for personal reasons, in increments not less than one half (1/2) day each, to a maximum of two (2) available days off with pay per calendar year. There will be no future banking of personal days. Such personal reasons days or increments thereof must be scheduled in advance with the employee's immediate supervisor or his/her designee, if the supervisor is unavailable. Requests for approval of such proposed scheduling must be delivered to such supervisor or designee not less than three (3) working days prior to the day sought to be taken off. If no response is given by the supervisor within 48 hours, the requested day off shall be deemed approved. In case of an emergency, personal days will be approved the same day as needed.



**Hocking College
Board of Trustees Action**

Date: February 22, 2024

Submitted by: Mark Fuller

SUBJECT:

Audited financial statements for FY 2023

BACKGROUND:

The College prepares annual financial statements which are audited by the Ohio Auditor of State or a designated Independent Public Accountant. The College is currently under contract to be audited by Perry & Associates Certified Public Accountants through 2024.

Perry & Associates have completed their audit of the College's Financial Statements and have found them to be a fair and accurate representation of the College's financial position.

RECOMMENDATION:

The Board of Trustees approve a motion to accept the FY 2023 audited financial statements.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The annual audit is a necessary part of the college's ongoing operations.

FISCAL IMPACT

None. The audit confirms the College's FY 2023 Financial Statements to be a fair and accurate representation of the College's financial position.



Motion to accept the FY 2023 audited financial statements.

Adopted: 02/22/2024
BM

Approved: *Ben Mitchell*
Ben Mitchell, Chairman



**Hocking College
Board of Trustees Action**

Date: February 22, 2024

Submitted by: Mark Fuller

SUBJECT:

Fiscal Year 2024 Contract and Non-Bargaining Unit (NBU) Employee Raise

BACKGROUND:

The Board approved budget for Fiscal Year 2024 has funds available to allocate a 2% raise to all full-time eligible Contract and NBU employees.

RECOMMENDATION:

The Board of Trustees approve a motion to allow the President to issue a 2% raise for all full-time eligible Contract and NBU employees. Eligible employees will be determined by parameters for eligibility set by the College. Bargaining Unit employees are excluded from this action as their pay is dictated by contract. The raise will be made retroactively to January 7th, the beginning of the first full pay period of calendar year 2024.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The raise will allow Hocking College to remain competitive in employee compensation.

FISCAL IMPACT

The 2% raise for eligible NBU employees will have an annualized impact of approximately \$132,000. The impact for the remainder of fiscal year 2024 will be \$61,000.



Motion to approve the President to issue a 2% raise for all full-time eligible Contract and Non-Bargaining Unit Employees (NBU) effective retroactively to January 7th, 2024.

Adopted: 02/22/2024
Ben

Approved: *[Signature]*
Ben Mitchell, Chairman



**Hocking College
Board of Trustees Action**

Date: February 22, 2024

Submitted by: Mark Fuller

SUBJECT:

Trimble High School Scholarship

BACKGROUND:

In an effort to increase educational attainment in the Hocking College service district, the College is seeking to pilot a program at Trimble High School. The proposed model is based on a successful program in Osceola County Florida. This program will offer all 2024 graduating Trimble High School seniors an opportunity to come to Hocking College with \$0 out of pocket cost for tuition and course fees for up to 2 years to complete a certificate or Associates Degree.

This scholarship will be funded through College operating funds and will act as the "last dollar" source of funds for these students. To be in the program, these students will be required to complete a FAFSA and apply any and all available state, federal, and private grant dollars to their balance prior to the College utilizing last dollar scholarship funds to take care of their balance.

The first source of funds for such last dollar scholarships will be funds raised through Foundation efforts such as the "Sam Jones Presents: Brats, Beer, and Boxing" event scheduled for April 20th.

Any remaining funds needed after those funds have been depleted will be funded through this operational scholarship.

RECOMMENDATION:

The Board of Trustees approve the motion to allow Hocking College to utilize operating funds for a last dollar scholarship for graduating Trimble High School seniors.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The motion will allow Hocking College to pilot a program that has the potential to greatly increase the educational attainment rate in its service district and serve as a model for additional high school partnerships.

FISCAL IMPACT

The College projects that the amount of residual funds needed for 50 students (approximately 70% of graduating Trimble High School Seniors) will be \$100,000 per year (\$200,000 total).



Motion to create a scholarship for graduating Trimble High School seniors, to act as a last dollar funding source for students to obtain a certificate or Associates Degree with \$0 out of pocket for tuition and course fees. Students will be required to meet all terms of the program as defined by College to be eligible for the scholarship.

Adopted: 2/26/24

Approved: 



**Hocking College
Board of Trustees Action**

Date: February 22, 2024

Submitted by: Mark Fuller

SUBJECT:

Tuition Rate for Students Who Do Not Qualify for State Subsidy

BACKGROUND:

Students who do not complete their Selective Service Registration are not state subsidy eligible.

All students who are required to register through Selective Service must provide their Selective Service Registration Number or verification of exemption to Hocking College.

In previous academic years, students have been incentivized to complete this requirement by Title IV Aid eligibility. The Federal Government has ended their Selective Service Registration requirement for Title IV Aid and this has had a negative impact on the College's ability to ensure that all required students complete their Selective Service Registration.

RECOMMENDATION:

The Board of Trustees approve the motion to allow Hocking College, effective 2024 Summer Semester, to charge required students who do not complete their Selective Service Registration the equivalent of "Out of State" Tuition.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The motion will allow Hocking College to effectively incentivize students to complete their Selective Service Registration.

FISCAL IMPACT

The College projects that without a motion in place, within 3 years (the time in which this effect will be fully apparent in the College's state subsidy calculations), the impact on the College's state subsidy payments will be in excess of \$400,000 annually.



Motion to allow the College, effective 2024 Summer Semester, to charge the equivalent of "Out of State" Tuition to students who do not complete and properly document to the College their Selective Service Registration.

Adopted: 2/26/24

Approved: 

Hocking College Financial Update FY2024 Through 1/31/2024

BUDGET TO ACTUAL COMPARISON

	ANNUAL BUDGET (000'S)	YEAR TO DATE ACTUALS (000'S)	STATUS
REVENUE	\$ 35,084	\$ 26,712	YE projection = \$33.9 million revenue
EXPENSE	\$ 35,084	\$ 19,212	YE projection = \$33.9 million expense
NET	\$ 0	\$ 7,500	YE projection = Balanced

LIQUIDITY AND FUNDING FIGURES

	JAN 2024 (000'S)	JUNE 2023 (000'S)	YTD NET CHANGE
OPERATING CASH	\$ 8,136	\$ 6,892	\$ 1,244
RESERVES & ENDOWMENTS	\$ 3,560	\$ 3,409	\$ 151
CAPITAL FUNDS AVAILABLE	\$ 3,414	\$ 3,838	\$ (424)

Budget to Actuals Detail

College operating and auxiliary revenues are currently at \$26.7 million or 76% of the annual budgeted amount. Revenues to date are made up of Tuition & Fees (\$13.9 million), State Share of Instruction (\$6.2 million), Auxiliary Revenues (\$6.0 million), and Other Revenue (\$0.6 million). Revenues are currently projected to be 3.6% less than budget based on revised full year projections that include 2023AU and 2024SP enrollment figures.

To offset revised revenue projections, the College has made revisions to its planned expenditures for the year. Adjustments to expenses include delaying the filling of open positions, delaying the funding of discretionary projects, and seeking additional efficiencies throughout the College. The College is currently at a 4.8% improvement in expenses from the prior year.

The College projects that it will end the year with a balanced budget, and will make all budgeted reserve contributions – including strategic reserve contributions (\$500 thousand), program reserve contributions (\$500 thousand), and replacement reserve contributions (\$150 thousand). Total reserve contributions for the year will total over \$1.1 million.

Liquidity Detail

The College has a current operating cash balance of \$8.1 million or approximately 85 days of cash on hand. This is an increase of \$1.2 million from the beginning of the fiscal year, driven largely by the College's collection of receivables outpacing operating expenses. Operating cash is anticipated to increase over the next few months as Spring receivables are collected.

Strategic reserves, fee reserves, and replacement reserves combine to total \$1.9 million. College Endowments equate to \$1.7 million, making the amount of reserves and endowments total \$3.6 million. Reserves and endowments are \$0.2 million more than the beginning of the fiscal year based on reserve contributions outpacing the use of strategic reserves on capital projects. The College continues to contribute monthly to strategic reserves to help replenish reserve levels.



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Selection Committee nominations for Hocking College Board of Trustees

BACKGROUND:

The Hocking College Selection Committee met on February 7, 2024 to review application for Board of Trustees appointments. The Selection committee reviewed applicants and all three members selected both nominees, Alan McMillan and Jessica Hoag, to serve as a trustee on the Hocking College Board of Trustees.

RECOMMENDATION:

The Board of Trustees pass a motion to accept the appointees from the selection committee to the Hocking College Board of Trustees.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

None

FISCAL IMPACT:

None

COMMENTS:

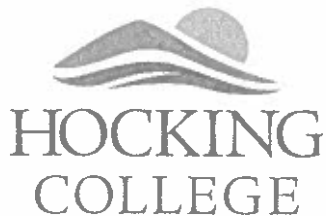
None



Motion to accept appointees from the selection committee to the Hocking College Board of Trustees.

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman



**Minutes Hocking College Selection Committee
February 7, 2024**

Attendees Present:

- Steve Cox – Selection Committee/President of Farmers Bank Nelsonville Ohio
- Tom Johnson – Selection Committee/Mayor Summerset Ohio and Entrepreneur
- Dr. Vedder – Selection Committee/World Renowned Economist/Ohio University Faculty
- Ben Mitchell – President Board of Trustees
- Dr. Young – President Hocking College
- Stephen Powell – Secretary Board of Trustees

Nominees submitted:

- Alan McMillan
- Jessica Hoag

Meeting called to order at 4:00pm on February 7, 2024.

Process reviewed:

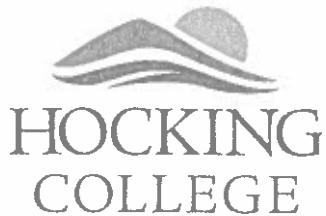
- Hocking College Board appoints the Selection Committee form local community members
- Board can recommend nominees by submitting resumes to the selection committee
- Committee reviews and selects members to be on the Hocking College Board of Trustees
- Selection will be presented to the Board of Trustees for acceptance and submission to the state.

Each of the nominees' resumes were reviewed and the committee members that knew the nominees made their additional comments.

- Tom Johnson was familiar with Alan McMillan and supported the nomination
- Steve Cox was familiar with Jessica Hoag and supported the nomination
- Dr. Vedder was familiar with Alan McMillan and supported the nomination.

A vote was taken and a consensus of all three selection committee members selected both nominees, Alan McMillan and Jessica Hoag, to serve as a trustee on the Hocking College Board of Trustees.

Selection Committee meeting was adjourned at 4:15pm on February 7, 2024.



**Minutes Hocking College Selection Committee
February 7, 2024**

Attendees Present:

- Steve Cox – Selection Committee/President of Farmers Bank Nelsonville Ohio
- Tom Johnson – Selection Committee/Mayor Summerset Ohio and Entrepreneur
- Dr. Vedder – Selection Committee/World Renowned Economist/Ohio University Faculty
- Ben Mitchell – President Board of Trustees
- Dr. Young – President Hocking College
- Stephen Powell – Secretary Board of Trustees

Nominees submitted:

- Alan McMillan
- Jessica Hoag

Meeting called to order at 4:00pm on February 7, 2024.

Process reviewed:

- Hocking College Board appoints the Selection Committee form local community members
- Board can recommend nominees by submitting resumes to the selection committee
- Committee reviews and selects members to be on the Hocking College Board of Trustees
- Selection will be presented to the Board of Trustees for acceptance and submission to the state.

Each of the nominees' resumes were reviewed and the committee members that knew the nominees made their additional comments.

- Tom Johnson was familiar with Alan McMillan and supported the nomination
- Steve Cox was familiar with Jessica Hoag and supported the nomination
- Dr. Vedder was familiar with Alan McMillan and supported the nomination.

A vote was taken and a consensus of all three selection committee members selected both nominees, Alan McMillan and Jessica Hoag, to serve as a trustee on the Hocking College Board of Trustees.

Selection Committee meeting was adjourned at 4:15pm on February 7, 2024.



**Hocking College
Board of Trustees Action**

Date: February 26, 2024
Submitted by: Dr. Betty Young

SUBJECT:

Selection Committee nominations for Hocking College Board of Trustees

BACKGROUND:

The Hocking College Selection Committee met on February 7, 2024 to review application for Board of Trustees appointments. The Selection committee reviewed applicants and all three members selected both nominees, Alan McMillan and Jessica Hoag, to serve as a trustee on the Hocking College Board of Trustees.

RECOMMENDATION:

The Board of Trustees pass a motion to accept the appointees from the selection committee to the Hocking College Board of Trustees.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT:

None

FISCAL IMPACT:

None

COMMENTS:

None



Motion to accept Alan McMillan and Jessica Hoag from the selection committee decision to the Hocking College Board of Trustees.

Adopted: 02/26/2024

Approved: 
Ben Mitchell, Chairman