



BOARD OF TRUSTEES MEETING
Tuesday, May 19, 2020
Virtual Meeting – 6:00 pm

- **Call to Order (5 min)** Chairman Johnson
- **Roll Call** Mrs. Cunningham
- **Approve Minutes from February 20, 2020, Meeting** Chairman Johnson
- **Executive Session (15 min)** Chairman Johnson
- **President's Report (15 min)** Dr. Young
 - Phasing in of Operations / Scenario Plans
 - Community Outreach Update
 - Emergency Management Plan (Acknowledge Teams) Include Procedure
- **Joint Report (Academic Affairs / Community Relations And Student Experience Report) (10 min)** Trustees Mitchell / Fischer
Stuart Brooks / Leon Forte'
Dr. Davis / Ms. Hagerott
 - Update from Vice Presidents
 - COVID-19 Update (Including Community Outreach Projects)
- **Finance and Personnel Report (5 min)** Trustees Mike Brooks/
Jeanie Addington / Mark Fuller
 - Update from Executive Director Finance / Treasurer
 - CARES Update
 - State Budget Impact
 - Motion – Tri-County Career Center and Adult Career Center Reciprocal Waiver for Employee, within certain parameters
 - Motion Operating and Reserve Deposits
- **Facilities Committee Report (5 min)** Trustee Budzik/Trustee Dean/
Mr. Daubenmire
 - Update on Projects
 - Motion Equine Arena Construction Project
 - Motion Shaw Hall Renovation Project
 - The Lodge
- **Chairman's Report (10 min)** Chairman Johnson
- **New Business (5 min)** Chairman Johnson
- **Adjournment** Chairman Johnson
 - **Event Schedule**
 - Next Board Meeting – June 25, 2020
 - 5:30 pm Committee Meetings – 6:00 pm Meeting
 - Graduation August 8, 2020

Our Mission

We serve as a pathway to prosperity, teaching and inspiring all who seek to learn; growing careers and changing lives.

May 19, 2020

The hybrid virtual meeting of the Hocking College Board of Trustees was held Tuesday, May 19, 2020. Members either signed in on the provided link, or attended in person at The Lodge observing social distancing.

Administrators attending: Dr. Betty Young, President; Mr. Jeff Daubenmire, Chief-of-Staff; Dr. Myriah Davis, Vice President of Academic Affairs and Workforce Development; Ms. Jacqueline Hagerott, Vice President of Student Affairs and Campus Relations/Ombudsman/Title IX; Mr. Tim Brunicardi, Executive Director of Marketing, Public and Community Relations; Mark Fuller, Executive Director, Finance / Treasurer; and Steve Wilson, CIO Information Technology.

Additional attendees: Staff, Bargaining Units Representatives, and media

CALL TO ORDER

Chairman Johnson called the meeting to order at 6:04 pm

ROLL CALL

Sheree Cunningham, Board Secretary, called the roll:

Board members present: Trustees Jeanie Addington, Mike Brooks, Stuart Brooks, Mike Budzik, Mark Dean, Daniel Fischer, Leon Forte', Ben Mitchell and Tom Johnson.

Members present constitute quorum.

APPROVAL OF MINUTES

Chairman Johnson asked if there were any changes to the minutes from the February 20, 2020 meeting. A motion was made by Trustee Mike Brooks and seconded by Trustee Stuart Brooks to approve the February 20, 2020, Board of Trustees minutes. The motion was unanimously approved.

EXECUTIVE SESSION

Chairman requested a motion to adjourn into Executive Session:

In pursuant to Ohio Revised Code 121.22 (G) (1) to consider the employment, demotion, or compensation of a public employee, and to consider the investigation of charges or complaints against a public employee; and

In pursuant to Ohio Revised Code 121.22 (G) (2) to consider the purchase or sale or lease of real or personal property.

The Executive Session invitation may include:

Dr. Betty Young
Mr. Jeff Daubenmire

A motion was made by Trustee Mike Budzik and seconded by Trustee Ben Mitchell to go into Executive Session.

On a roll call vote:

Voting Yes: Trustees Jeanie Addington, Mike Brooks, Stuart Brooks, Mike Budzik, Mark Dean, Daniel Fischer, Leon Forte', Ben Mitchell and Tom Johnson.

The Board adjourned to Executive Session at 6:07 pm.

RETURN TO REGULAR SESSION

Chairman Johnson announced the return to regular session at 6:25 pm.

PRESIDENT'S REPORT

Dr. Young started her report by stating she has been a President for over 18 years at various institutions, and has experienced, prison breaks, budget crises, student and staff deaths, etc., but has never experienced what we are going through now with COVID-19.

- Shout Out to Executive Staff – Dr. Young wanted to give a “shout out” to her Executive Team for all their work. Jacqueline Hagerott activated the emergency team quickly. The College then extended Spring Break. In one week’s time faculty went from face-to-face instruction to a completely online environment. She stated that she could not be prouder of her Executive Team, Faculty, and Staff. The Emergency Preparedness Committee had us in a good place while the College instituted procedures which are now in place. House Bill 157 allowed for board meetings to take place virtually during the emergency. House Bill 404 would allow the Board to have some ongoing virtual meetings. This could be a plus for us as we have Board members who travel with their jobs. They could potentially sign on virtually.
- Student Appreciation: Dr. Young shared with the Board a letter of appreciation from a student who graduated from our AgroEcology program.
- Efficiencies Developed Past Five Years – Dr. Young reported that the efficiencies we have established over the past five (5) years has placed the College in a better position than many colleges to ride out this storm. These efficiencies include:
 - ❖ Eliminated Redundancy in Positions – (Multiple Deans, Assistant Deans, Provost, Assistant Provost) – Con: Succession Planning is more difficult.
 - ❖ Program Manager Model (one program manager per program) – The Program Manager model is a multifaceted roll focused on and includes:

Enrollment, retention, curriculum relevance, accrediting bodies, advisory boards, entrepreneurial ventures, revenue streams, manage faculty-adjunct and full-time, teach at a level appropriate for the workload of the term. The Con is that it is hard to fill in some programs.

- ❖ Contract Services – The College has improved productivity and competencies and have added resources. Contract Services include: Ellucian for our IT Department and Paycor for Payroll.
- ❖ Modified Zero-Based Budgeting – This requires a hard look each year at Program viability, administrative and operational costs seeking new efficiencies.
- ❖ Programming to Attract Students & Recruitment / Marketing Operations/Strategy: Includes:
 - Athletics (impact on dorm occupancy), new programs, eliminated programs, co-curricular programming (includes: choir, theater, band, club activities), entrepreneurial ventures, PTK active, Pathways to Prosperity relevant career / university center, recruiting team re-organized (focus on relationship building with local schools), Leveraged technology to track and follow-up, social media, video production, CCP pathways, etc.
- ❖ Other Business Model(s) Implemented:
 - All-inclusive pricing (includes equipment replacement funds, actual costs, etc.) – No surprises for the student.
 - Annual reserve in budget of \$1 million (reinvestment and emergencies)
 - Maximize productivity in job descriptions (faculty advisors/mentors, etc.)
 - Pay Models Developed – Provide consistency and budget predictability for payments outside contracts and full-time appointments; and develop tiered pay structure for all part-time personnel based on objective criteria and market.
 - PayCor implemented – Automated payroll creating efficiency in time needed to produce payroll.
 - Developed review process to determine highest and best use of any open position including elimination. This is done for every resignation and retirement.
 - Self-Performing Work: Provides learning opportunities for students and mentoring with full-time employees in job skills and basic work ethic/expectations while lowering costs.
 - Entrepreneurial Ventures Contribute to Learning and Revenue and include: Lake Snowden/Camp/ Waterpark; Rhapsody and The Inn at Hocking College; Pet Grooming and Boarding; Distillery, Brewing; Farming and Grapes Production; and Robbins Crossing
 - Program Review – An ongoing evaluation of programs to assure viability. Financial evaluation included. Fee structures for courses reviewed to assure viability.
 - 3 + 1 University transfer model preferred reducing the cost to students and improving revenue to the College.

- ❖ Where do we go from here and what we know:?
 - The Coronavirus will pose a substantial risk for an extended period of time (2-year estimate)
 - New model for education and work and daily living are emerging in a context of social distancing
 - There will be risks and individuals will choose how they participate in daily living based on their individual needs and other risk factors.
- ❖ CARES Act Funds – Dr. Young gave kudos to Mark Fuller who led this project for the College. CARES is federal money the College has received. 1.2 million is awarded to the neediest students and the other 1.2 million is for the College to offset costs due to the Coronavirus. Dr. Young stated some students have chosen to pay off balances so that they can return in the fall and received checks up to \$500 for personal and individual needs. She stated a college representative calls and talks to every student. This has created a great rapport with our students. Fifty-six percent (56%) of those receiving CARES funds have now registered for summer and fall. Retention is looking good.
- ❖ College Re-Opening / Modify Dorm Occupancy: The College is planning to re-open as a hybrid face-to-face and online in the fall and will modify dorm occupancy for reasonable social distancing. We anticipate this may lower our dorm occupancy, but we want to do what is safe.
 - Camping RV – 15 spaces – Dr. Young stated there will be restrictions such as the RV's must be self-contained, have propane for heat, sign an agreement stating they understand the camp sites are in a flood plain and may need to be moved if the area floods, etc. There is a college in New Mexico who has done this and it has worked well for them. We think this may be a great set-up for our Natural Resources students.
- ❖ Provide Delivery Options to Students
 - All online (list programs)
 - Year one online and year two face-to-face (list programs)
 - All Face-to-Face (list programs)
 - Online with skill camps (list programs)
 - Different Goals for Different Programs – These will be brought forward in the near future.
- ❖ NJCAA – They are working with NCAA and NAIA for direction and how to support athletics which will include reasonable social distancing (mid-June decisions), Hopefully, we can proceed by August 1. Decisions may have to be made “quickly,” which may be uncomfortable but necessary. There may be reduced contests. Dr. Young commented they have had success with virtual cheer try-outs. If an athlete is diagnosed, they will be quarantined at home or on campus. We may have to limit fan participation. There are still many unknowns.
 - Coach Ted Egger is Hocking College's new football coach. His reception thus far has been very favorable.

- ❖ CCA (Community Colleges of Appalachia) – Dr. Young reported Hocking College will be hosting, in the newly renovated Lodge, the upcoming Fall CCA Conference for November 5-6, 2020. The College will also be hosting a Pre-Conference for November 4, to show-off some of our entrepreneurial endeavors.

JOINT REPORT (Academic Affairs / Community Relations and Student Experience Report) – Dr. Myriah Davis and Ms. Jacqueline Hagerott

Dr. Davis started the joint report by stating she and Jacqueline have been attached at the hip for the last six weeks. Everything requires discussion with Academic Affairs, Student Affairs and Business Operations. She then reported on the following:

➤ Community Outreach

- ❖ Donated PPE (Personal Protective Equipment) from all programs to three (3) local health departments (Perry, Athens, and Hocking Counties)
- ❖ Made hand sanitizer from product donated by local breweries and then donated product back to the Community.
- ❖ Chris Hedges, in Workforce Development, built Plexiglas dividers for various departments within the College. This will provide an added level of protection for employees and students.

➤ Academic Planning – Spring, Summer and Autumn – Dr. Davis stated this is a jigsaw puzzle that keeps changing its shape because of the environment and accreditors. The goal is to keep all students progressing toward graduation. How did we do this:

- ❖ Moved the College to remote operations on March 23 and the return to campus on May 6, 2020.
- ❖ Worked with external accreditors in health fields and continuously change the plans as their regulations moved moment by moment.
- ❖ Bi-weekly CAO (Chief Academic Officers) meetings – Hocking College leading the way across the State.
- ❖ Plans A, B, C, and D
 - A: 2nd 8 weeks of spring term = 4 weeks online and 4 weeks on campus
 - B: Complete courses 100% online with “limited time field school” on campus model, i.e., July 6 – 31, 2020
 - Social distancing plan for each course
 - Health screening procedure for students just like staff
 - C: Summer 100% online with limited time “field school”
 - D: Autumn planning in process: using A, B, C, and D.
- ❖ Communicate directly with students and placed notices on website and email.

➤ Goals: a) Health and Safety, b) Maintain Academic Progression without jeopardizing student’s graduation goals (minimize any disruption to the

pathway), and c) Maintain Business Operations by minimizing impact/virtual where possible and follow CDC/Government Orders.

Ms. Hagerott reported next on the joint report. She commented on the following:

- Community Outreach
 - ❖ Food donations from Dining Services. Extra food left over from Dining Services is being donated to The Hive of Nelsonville.
- Dining Room Process
 - ❖ Students will receive an order form for food. They will place their order and pick up food (like at Kroger) on Mondays and Thursdays. This keeps everyone safe and give us an opportunity to have a safety check with students at least twice a week.
- SP2020 – Summer Dorm Assignments
 - ❖ Dorm eligibility – Students with on-campus classes only. They will have assigned dorms and will not be sharing a bathroom at least until more testing is completed this summer.
- Move-In/Out Procedure
 - ❖ Appointment only
 - ❖ Five students plus one support person every two hours
 - ❖ Screening upon arrival – mask/temperature/screening questions
 - ❖ Check-out = keys plus academic letter
 - ❖ Social Distancing

Ms. Hagerott stated she and Myriah will continue to be “attached at the hip” throughout this process. She wanted to thank Dr. Young for her leadership during this stressful time.

FINANCE AND PERSONNEL REPORT

Trustee Mike Brooks asked Mark Fuller to give the finance report. Mr. Fuller presented the following:

- CARES Update – As Dr. Young mentioned Hocking college has been awarded 2.4 million through the Department of Education. The money is split 50% for student financial aid and the College receives 50% for expenses associated with COVID-19. To date, the College has distributed \$118,000 of these funds.
- Budget – The College is still on track to meet this year’s budget with \$200,000 being carried forward to 2021. He stated the College is managing expenses.
- State Budget Impact – The College will be receiving approximately \$450,000 reduction in State SSI which will equate to \$225,000 for May and \$225,000 for June allotments. Mr. Fuller stated that initially they were told \$600,000, so financially it came in a bit better than originally reported. He stated they are currently working on the 2021 budget anticipating a 21% decrease, although this remains a bit of an unknown. There is 84 days operating cash on hand with 131 days of cash on hand.

- Proposal to enter into an agreement with Tri-County Career Center & Adult Career Center (TCCC) to waive tuition for employees, within certain parameters

Background:

TCCC reached out to Hocking College, expressing interest in obtaining a waiver of tuition for their employees in exchange for a similar waiver by them.

Hocking College has drafted an agreement to provide a maximum benefit per full-time TCCC employee of \$3,000 per fiscal year for the instructional portion of tuition only. The agreement specifies that course fees and other fees/charges will not be waived and must be paid by the TCCC employee.

Full-time employees of Hocking College will have tuition waived for any classes at TCCC.

Recommendation:

The Board of Trustees approve the motion enter into the attached agreement with TCCC.

Organizational/Administrative Impact:

The motion will provide an employee benefit to Hocking College employees and also provide a potential stream of students for Hocking College classes.

Fiscal Impact:

Maximum benefit per full-time TCCC employee is \$3,000/year. Hocking College will collect all course fees and receive all applicable SSI funding from completion of those courses.

Motion: A motion was made by Trustee Dan Fischer and seconded by Trustee Mike Brooks to enter into an agreement (attached) with Tri-County Career Center and Adult Career Center to waive tuition for employees, within certain parameters. The motion was unanimously approved.

- Proposal of Unified Bank for operating deposits and accept proposals of Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits.

Background:

On April 3, 2020 Hocking College issued a Request for Proposal (RFP) to all banks with a branch located in Athens, Hocking, or Perry County. Hocking College initiated the RFP in an attempt to boost interest income as it currently does not receive any interest on its operating deposits and only 0.10% interest on its reserve account.

The RFP requested detailed proposals demonstrating value to Hocking College, due back by April 30th.

Hocking College received a total of two bids for its operating deposits and nine bids for its reserve deposits.

Recommendation:

The Board of Trustees approve the motion to engage Unified Bank for operating deposits and Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits.

Organizational/Administrative Impact:

The motion will allow Hocking College to consolidate the number of its outstanding accounts while increasing its interest income. Currently Hocking College has 19 bank accounts. Reducing this number will simplify its cash management and reduce the overhead of reconciling and maintaining accounting records.

Fiscal Impact:

Immediate fiscal impact will be approximately \$30,000/year in additional interest income. Hocking College will also realize time savings in the form of fewer bank accounts to maintain reconciliation and accounting records for. Hocking College will be able to reduce its current number of bank accounts of 19 by more than half.

Motion: A motion was made by Trustee Dan Fischer and seconded by Trustee Ben Mitchell to engage Unified Bank for operating deposits and Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits. The motion was unanimously approved.

Trustee Fischer had a question regarding commitments to our non-profits. Mr. Fuller stated he would look into the matter. He stated that at this point there has been no discussion about cutting funds.

FACILITIES COMMITTEE REPORT – Mr. Daubenmire stated he would give a brief update on facilities and then Trustee Budzik has two motions to present. He stated The Lodge is on schedule. The framing of walls and infrastructure are going into place. Dr. Young has assisted in the décor of The Lodge. She showed the colors and finishes to the Board. There is a lot of natural colors with a lot of grays. Dr. Young stated the beds are being made by a Hocking College graduate, Dale Bockrath, with trees that were harvested here on campus. We are keeping with the lodge theme which is indicative of the area we live in. David Griesmyer, a local artist, will be assisting in furnishes for The Lodge. There will be a wood top with a sink shaped like a leaf. This is an example of the finishes. Dr. Young commented the plan was to have a nice big event for donors and recognize everyone. We are still hopeful that we can do something nice.

Mr. Daubenmire reported they are excited about the opening of the new Nature Center. Opening the building will depend on COVID.

Mr. Budzik presented two proposals to the Board. They are as follows:

➤ Equine Arena Construction Project

Background: The College seeks to construct an Equine Arena for the benefit of equine and other animal related programming.

➤

Recommendation: It is recommended that the Trustees approve the following contractors for completion of the equine arena:

➤

Diverse Building Solutions for building construction
Subsurface Contractors for foundation / pad

➤

Organizational/Administrative Impact: Building to be constructed and completed by end of 2020.

➤

Fiscal Impact: Building construction and pad combined cost is \$1,152,445.00 and is funded through Capital Fund Appropriations through the State of Ohio.

Motion: A motion was made by Trustee Mike Brooks and seconded by Trustee Stuart Brooks to approve the following contractors for completion of the Equine Arena:

Diverse Building Solutions for building construction
Subsurface Contractors for foundation / pad

The motion was unanimously approved.

➤ Shaw Hall Renovation Project

Background: The College wishes to remodel the second floor classrooms and office areas of Shaw Hall for the purpose of providing a modernized technical space for the music program and other related programming.

Recommendation: It is recommended that the Trustees approve funding for the materials for the completion of the renovation. Hocking College will serve as the General Contractor for this project.

Organizational/Administrative Impact: Upon completion, this program will be housed in Shaw Hall.

Fiscal Impact: Sub-contractor and material combined cost is approximately \$73,500 and will be financed by Capital Fund Appropriations through the State of Ohio.

Comments: Currently, the music program is located off campus in an outdated facility which is in need of repairs.

Motion: A motion was made by Trustee Dan Fischer and seconded by Trustee Leon Forte' to approve funding for the materials for the completion of the Shaw Hall renovation. Hocking College will serve as the General Contractor for this project. The motion was unanimously approved.


CHAIRMAN'S REPORT – Chairman Johnson stated he would like to amplify what Dr. Young said about COVID-19 and commend her approach. Everyone will have to make their own personal decisions about their own comfort level. We need to social distance, however, at the same time we have to continue educating students and not delay students graduating. Others could learn from this. We have been able to respond to the crises of this magnitude without being financially strapped. It is commendable. It is critical for our region. Well done to Dr. Young and her team, and the Board, for creating an environment to deal with such things.

NEW BUSINESS – Trustee Fischer commented he has been listening throughout the meeting and stated it is a pleasure to be part of an organization that continues to do things well. He stated it is comforting to have someone like Mark Fuller, who is bright and is doing a good job, and yet during these times are still coming up with innovated ideas to move forward. Trustee Fischer stated that Dr. Young and her team have done an amazing job. He commented the College will be exceptionally important, especially now, to this region. The employment environment will have to change and students will have to re-think their future. For example, first responders will be needed now more so than before. The College has great leverage, in that we have programs for students that society will need. Trustee Fischer stated most companies and organizations are in troubling times. We should consider ourselves fortunate and hope that we continue to prosper.

NEXT MEETING – The next meeting is scheduled for June 25, 2020. Subcommittees will begin at 5:30 pm with the Board meeting starting at 6:00 pm. Place to be determined.

ADJOURNMENT

There being no further business to conduct, a motion was made to adjourn by Trustee Mike Brooks and seconded by Trustee Mike Budzik. The motion was unanimously approved. The Board adjourned at 7:35 pm.



Tom Johnson, Chair



Sheree Cunningham, Board Secretary



**Hocking College
Board of Trustees Action**

Date: May 19, 2020

Submitted by: Mark Fuller

SUBJECT:

Accept proposal of Unified Bank for operating deposits and accept proposals of Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits.

BACKGROUND:

On April 3, 2020 Hocking College issued a Request for Proposal (RFP) to all banks with a branch located in Athens, Hocking, or Perry County. Hocking College initiated the RFP in an attempt to boost interest income as it currently does not receive any interest on its operating deposits and only 0.10% interest on its reserve account.

The RFP requested detailed proposals demonstrating value to Hocking College, due back by April 30th.

Hocking College received a total of two bids for its operating deposits and nine bids for its reserve deposits.

RECOMMENDATION:

The Board of Trustees approve the motion to engage Unified Bank for operating deposits and Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The motion will allow Hocking College to consolidate the number of its outstanding accounts while increasing its interest income. Currently Hocking College has 19 bank accounts. Reducing this number will simplify its cash management and reduce the overhead of reconciling and maintaining accounting records.

FISCAL IMPACT

Immediate fiscal impact will be approximately \$30,000/year in additional interest income. Hocking College will also realize time savings in the form of fewer bank accounts to maintain reconciliation and accounting records for. Hocking College will be able to reduce its current number of bank accounts of 19 by more than half.



Motion to engage Unified Bank for operating deposits and Nelsonville Home & Savings, North Valley Bank, and Unified Bank for reserve deposits.

Adopted: 5-19-2020

Approved: 

Banking Proposals

April 2020 RFP

Executive Summary and Recommendation

On April 3, 2020 Hocking College issued a Request for Proposal (RFP) to all banks with a branch located in Athens, Hocking, or Perry County. Hocking College initiated the RFP in an attempt to boost interest income as it currently does not receive any interest on its operating deposits and only 0.10% interest on its reserve account.

The RFP requested detailed proposals demonstrating value to Hocking College, due back by April 30th.

Hocking College received a total of two bids for its operating deposits and nine bids for its reserve deposits.

It is recommended that Hocking College utilize the bids offering the most advantageous interest rates, with consideration given to the account structure for future changes in the interest rate market. The interest rate environment is currently low, so banks who offer a market driven approach to future interest rate changes is preferred.

It is recommended that Hocking College move forward with the following:

***Operating deposits to be held at Unified Bank.** Unified Bank offered a market driven account, based directly on the Fed Funds Rate. Typically a Bank will increase deposit rates at a much slower rate than Fed Funds Rate, so this account will offer much upside in the future. Unified is also offering a floor rate on these deposits of 0.12%, which will boost interest income for Hocking College by approximately \$6,000/year. Being offered Fed Funds minus 0.75% will mean that when rates normalize, the amount of interest income will increase. The Fed Funds rate was 1.75% as recently as February, which would have yielded a 1.00% interest rate or approximately \$50,000/year in interest income.

***Reserve deposits to be held at a combination Nelsonville Home & Savings, North Valley Bank, and Unified Bank.** Nelsonville Home and Savings is offering the highest interest rate, but can only accept up to \$2 million due to their size and our requirement to have our deposits collateralized. The largest portion of the remainder of the reserve deposits are recommended to be held at North Valley Bank as they offer the next most attractive rate option. A smaller amount of reserve deposits are recommended to be held at Unified Bank, as they have provided a market-driven rate option which over time will likely result in their rates being more attractive. As this happens, Hocking College will be able to shift money to Unified Bank, already having the account established. Future gains in interest income should be greater, but current gains should be approximately \$20,000/year for the reserve deposits.

Below is a summary of the bids Hocking College received.

Operating Deposits

Hocking College received two bids for operating deposits. Current Operating Deposits are largely spread between Unified Bank, Peoples Bank, and Chase Bank. Operating deposits currently are not earning interest.

Unified Bank

Interest: Sweep account offered on balance over \$500,000. Variable rate account at Fed Funds Rate minus 0.75%, with a floor of 0.12%.

Minimum / Maximum Balances: No minimum, maximum of \$10 million

Fees: \$300 fixed monthly fee to cover all services, including services which Hocking College currently pays a fee such as wire transfers and stop payments.

Peoples Bank

Interest: 0.125% initial, subject to change at discretion of Bank

Minimum / Maximum Balance: No minimum or maximum

Fees: Most fees waived, certain usage base charges that would be minimal in nature

Reserve Deposits

Hocking College received nine bids for its reserve deposits. Current reserve deposits are at Chase Bank.

Reserve deposits are currently earning 0.10% in a money market account.

Nelsonville Home & Savings Bank

Interest: 0.50%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum, maximum of \$2 million

Fees: None

Unified Bank

Interest: Variable rate account at Fed Funds Rate minus 0.75%, with a floor of 0.12%.

Minimum / Maximum Balances: No minimum, maximum of \$10 million (total relationship)

Fees: None

North Valley Bank

Interest: 0.35%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum, maximum of \$30 million

Fees: None

WesBanco

Interest: 0.30%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum or maximum

Fees: Certain usage base charges that would be minimal in nature

Century National Bank

Interest: 0.25%, subject to change at discretion of Bank

Minimum / Maximum Balances: Minimum amount of \$500,000, maximum amount of \$40 million

Fees: None

Vinton County National Bank

Interest: 0.25%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum, maximum amount of \$5 million

Fees: None

Merchants National Bank

Interest: 0.20%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum, maximum amount of \$5 million

Fees: None

JP Morgan Chase Bank

Interest: 0.15%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum or maximum

Fees: None if balance of \$870,000 maintained

Peoples Bank

Interest: 0.125%, subject to change at discretion of Bank

Minimum / Maximum Balances: No minimum or maximum

Fees: None



**Hocking College
Board of Trustees Action**

Date: May 19, 2020

Submitted by: Mark Fuller

SUBJECT:

Proposal to enter into an agreement with Tri-County Career Center & Adult Career Center (TCCC) to waive tuition for employees, within certain parameters.

BACKGROUND:

TCCC reached out to Hocking College, expressing interest in obtaining a waiver of tuition for their employees in exchange for a similar waiver by them.

Hocking College has drafted an agreement to provide a maximum benefit per full-time TCCC employee of \$3,000 per fiscal year for the instructional portion of tuition only. The agreement specifies that course fees and other fees/charges will not be waived and must be paid by the TCCC employee.

Full-time employees of Hocking College will have tuition waived for any classes at TCCC.

RECOMMENDATION:

The Board of Trustees approve the motion enter into the attached agreement with TCCC.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT

The motion will provide an employee benefit to Hocking College employees and also provide a potential stream of students for Hocking College classes.

FISCAL IMPACT

Maximum benefit per full-time TCCC employee is \$3,000/year. Hocking College will collect all course fees and receive all applicable SSI funding from completion of those courses.



Motion to enter into the attached agreement with Tri-County Career Center & Adult Career Center to waive tuition for employees, within certain parameters.

Adopted: 5-19-2020

Approved: 

AGREEMENT

This AGREEMENT (the "Agreement"), dated _____, 2020 (the "Effective Date"), is made by and between Tri-County Career Center & Adult Career Center ("TCCC/ACC") and Hocking College ("HC") for and in consideration of the covenants and mutual promises contained herein.

1. TUITION WAIVERS FOR EMPLOYEES OF TCCC/ACC

For full-time employees of TCCC/ACC, HC agrees to waive the instructional fee portion of tuition at Hocking College. Course fees and other fees/charges will not be waived and must be paid by the employee.

The maximum amount of benefit per full-time employee is \$3,000 per fiscal year (July 1 – June 30).

The waiver is considered a "last dollar" benefit. Beneficiaries of this program will not receive any refunds from the college as the result of Pell, subsidized and unsubsidized loans, scholarships, or any other source of funding that comes to the college.

Waiver requests must be made no earlier than two months prior to the start of the class/program and no later than fifteen (15) days before the start of the class/program. Educational benefit requests will only be granted one semester at a time.

2. TUITION WAIVERS FOR EMPLOYEES OF HC

For full-time employees of HC, TCCC/ACC agrees to waive their tuition at Tri-County Career Center & Adult Career Center.

3. TERM

This agreement shall commence on the date fully executed by the parties and shall continue until ended. Either party may end this agreement at any time, for any reason, without notice. If either party wishes to end this agreement, such desire must be expressed in writing.

4. STATE CONTRACT PROVISIONS

The following provisions are included to satisfy State of Ohio contractual requirements:

a. **Declaration Regarding Material Assistance/Non-Assistance to Terrorist Organization**

The parties hereby represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to any organization identified by and included on the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the "Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization."

The parties further represent and warrant that it has provided or will provide such prior to execution of this Agreement. If these representations and warranties are found to be false, this Agreement is void ab initio.

b. Campaign Contributions

The parties thereby certifies that all applicable parties listed in Division (I)(3) or (J)(3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of O.R.C. Section 3517.13.

c. Findings for Recovery

The parties affirmatively represent and warrant that it is not subject to an “unresolved” finding for recovery under O.R.C. 9.24.

d. Nondiscrimination

Pursuant to O.R.C. §125.111, parties agree that the party, any subcontractors, and any person acting on behalf of the party or subcontractor, will not discriminate by reason of race, creed, color, religion, sex, age, disability as defined in O.R.C. § 4112.01, national origin, or ancestry against any citizen of this state in the employment of any person qualified and available to perform the work under this contract. Parties further agree that party, any subcontractor, and any person acting on behalf of party or subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this contract on account of race, creed, color, religion, sex, age, disability as defined in O.R.C. § 4112.01, national origin, or ancestry.

e. Ohio Drug Free Workplace

The parties agree to comply with all applicable federal, state, and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that any of its employees or permitted subcontractors engaged in the work being performed hereunder do not purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way.

f. Ohio Ethics Laws

By signing this agreement, the parties certify that they are currently in compliance with and will continue to adhere to the requirements of Ohio ethics law as provided by O.R.C. §§ 102.03 and 102.04.

g. Offshore

The parties affirm to have read and understand Executive Order 2011-12K and shall abide by those requirements in the performance of this Agreement.

h. Boycotting

Pursuant to R.C. 9.76(B), the parties warrant that the parties are not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the term of this Agreement.

i. Debarment

The parties represent and warrant that it is not debarred from consideration for contract awards by the Director of the Department of Administrative Services, pursuant to either R.C. 153.02 or R.C. 125.25.

j. Conflicts of Interest

No personnel of the parties who exercise any functions or responsibilities in connection with the review or approval of this Agreement or carrying out of any of the Agreement shall, prior to the completion of the work, voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to the carrying out of the Agreement. Any such person who acquires an incompatible or conflicting personal interest on or after the effective date of this Agreement, or who involuntarily acquires any such incompatible or conflicting personal interest, shall immediately disclose his or her interest in writing. Thereafter, he or she shall not participate in any action affecting the Agreement unless the Attorney General shall determine in its sole discretion that, in light of the personal interest disclosed, his or her participation in any such action would not be contrary to the public interest.

k. Treasurer's Certification.

This signature certifies the amount required to meet the obligation in the fiscal year in which the Agreement is made has been lawfully appropriated for such purpose, and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances.

Date: _____

By: _____

Treasurer/ Chief Financial Officer, Hocking College

Date: _____

By: _____

Treasurer/ Chief Financial Officer, Tri-County Career Center & Adult Career Center

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement as of the date shown below.



Signed: _____, 2020

Hocking College

By: _____

Name & Title: _____

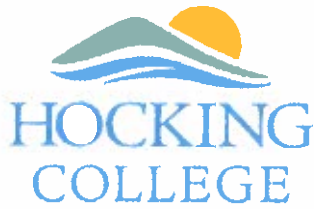
Signed: _____, 2020

Tri-County Career Center & Adult Career Center

By: _____

Name & Title: _____





**Hocking College
Board of Trustees Action**

Date: 5/19/2020
Submitted by: Jeff Daubenmire

SUBJECT: Equine Arena Construction Project

BACKGROUND: The College seeks to construct an Equine Arena for the benefit of equine and other animal related programming.

RECOMMENDATION: It is recommended that the Trustees approve the following contractors for completion of the equine arena:

Diverse Building Solutions for building construction
Subsurface Contractors for foundation / pad

ORGANIZATIONAL/ADMINISTRATIVE IMPACT: Building to be constructed and completed by end of 2020

FISCAL IMPACT: Building construction and pad combined cost is \$1,152,445.00 and is funded through Capital Fund Appropriations through the State of Ohio.

COMMENTS:



Motion to approve the following contractors for completion of the Equine Arena:

Diverse Building Solutions for building construction
Subsurface Contractors for foundation / pad

Adopted: 5/19/2020

Approved: 
Tom Johnson, Chairman



**Hocking College
Board of Trustees Action**

Date: 5/19/20

Submitted by: Jeff Daubenmire

SUBJECT: Shaw Hall Renovation Project

BACKGROUND: The College wishes to remodel the second floor classrooms and office areas of Shaw Hall for the purpose of providing a modernized technical space for the music program and other related programming.

RECOMMENDATION: It is recommended that the Trustees approve funding for the materials for the completion of the renovation. Hocking College will serve as the General Contractor for this project.

ORGANIZATIONAL/ADMINISTRATIVE IMPACT: Upon completion, this program will be housed in Shaw Hall.

FISCAL IMPACT: Sub-contractor and material combined cost is approximately \$73,500 and will be financed by Capital Fund Appropriations through the State of Ohio.

COMMENTS: Currently, the music program is located off campus in an outdated facility which is in need of repairs.



Motion to approve funding for the materials for the completion of the renovation.
Hocking College will serve as the General Contractor for this project.

Adopted: 5/19/2020

Approved: _____
Tom Johnson, Chairman