



Minutes
Advisory Board Meeting
The Ohio State University at Newark

Thursday, September 19, 2019 – 9:00 a.m. – 10:30 a.m.
The John Gilbert Reese Center - Executive Board Room (Room 255)

1. Call to Order

Vice Chair Matt Miller called the meeting to order at 9:00 a.m. in the Executive Conference Room of The John Gilbert Reese Center. Matt invited new board members, Tara Houdeshell, Alexa Robinson-O'Neill, and Zach Sparks to introduce themselves to the board. Board member bios are available on the Newark website at <https://newark.osu.edu/newark-board.html>

2. Approval of Minutes of June 20, 2019 Board Meeting

The minutes of the June 20, 2019 Board Meeting were approved as distributed.

3. Approval of Agenda

The agenda was approved as distributed.

4. Public Comments

Matt Miller stated that Kim Manno and Dan DeLawder spoke at a recent Rotary meeting about the John and Mary Alford Center for Science and Technology. Kim and Dan gave a construction update and explained why the building is needed. Matt stated that they did a great job and he complimented the success of the fundraising campaign for the building.

5. COTC Board Report

Rob Montagnese, Chair of the Board for Central Ohio Technical College, provided a report on current programs and events at COTC. He reported that COTC is continuing with interviews for the provost position, and David Brillhart is serving as chair for the search committee. Five candidates will be invited to campus for full interviews. The committee plans to make a recommendation to the board by January 2020. He also reported that Professor Barry Riley was honored for serving 28 years on the board of trustees and for chairing the audit and finance committee for many years. He has been given emeritus status. Professor Riley's position will be replaced by Park Shai, owner of Shai Commercial Real Estate, in October. Billie Zimmers was a Governor-appointed board member who stepped down in June after serving eight years. The board is still awaiting word from the Governor's office on her replacement. The *Legends of Loyalty* award will be presented at the 2nd annual Legacy & Leadership Dinner. This is the highest award presented to those who have gone above and beyond to prove their unselfish allegiance to the college. The *1971 Legacy Society* will also induct four new members at the dinner. The society recognizes alumni, faculty, staff, retirees and other friends who have named COTC as the beneficiary of a planned gift. Rob reported that the board also had a good discussion about Western Licking County and analysis of the property in Pataskala that was once known as "Grand Host East." COTC continues to look to Western Licking

County is an opportunity for continued growth. Matt Miller added that Dr. Berry has joined the Licking County Chamber Board.

6. Faculty Assembly Report

Matt Stenzel, incoming chair for Faculty Assembly, introduced himself to the board and gave an overview of the role of the Faculty Assembly. Its purpose is to provide a vehicle to communicate with each other as faculty, and with administrators and the advisory board. The group has eight standing committees doing work on topics ranging from student matters to information technology. The campus ombudsman, university senators and faculty representative report out to this group. It also provides an opportunity to disseminate information through guest presentations by such groups as United Way and the Campus Change Committee. Since this is a reappointment year for Dean MacDonald, he will consult with Faculty Assembly to revise and update the Newark campus' Patterns of Administration and the Promotion and Tenure document. Matt thanked the board for the tremendous work they have done for the Newark campus.

7. Board Committee Reports

- ***Academic Affairs and Student Life Committee.*** Holly Mason, Director of Student Life, reported that the semester is off to a great start and students have been very active. Student organizations are convening and some new ones have been started up, including a group being started by Zach Sparks, Student Representative to the Board. Student housing is filled up and there is still a waiting list. Student Government elections have been completed. Students are in the process of applying for Propel Ohio, which is a student leadership event sponsored by Ohio Senator Sherrod Brown. The first off-campus event is being planned at Pigeon Roost Farms on September 23. Approximately 250-300 faculty, staff, and students attend this event annually. Voting has concluded for homecoming court and will be announced at the homecoming event on October 4. Holly also reported that the Office of Student Life has recently hired a Coordinator of Student Involvement and an Assistant Program Coordinator for Recreational Sports. A search is underway to fill a third student counselor position. The Office of Student Life appreciates the resources provided for increased staffing to meet the growing needs of students. A question was asked as to the number of students on the waiting list for housing, and Holly stated that there are approximately 40 females and 45 males currently waitlisted. Matt asked Zach the name of his student organization, and Zach explained that it is called Students Pursuing Change, which is a non-partisan group that promotes student involvement in politics and they are currently conducting voter registration events.
- ***Enrollment Committee.*** Diane Kanney, Director of Enrollment, reported that the 15-day census report just came out, which provides official enrollment numbers as of the 15th day of each semester. Newark's enrollment is 2,943, marking the first time ever that Newark enrollment has exceeded 2,900. New first-year student enrollment is 1,547. Diane will give a more detailed report with enrollment demographics at the next board meeting. Discussion followed regarding retention and graduation rates. Dean MacDonald stated that a full report will be provided to the board at the November meeting when detailed information becomes available. The demographic statistics are very important metrics to the Newark Campus Strategic Plan.

- **Finance Committee Report.** David Brillhart, Director of Business and Finance, reported for the Finance Committee. David provided highlights to the finance report for the fiscal year ending June 30, 2019, which was distributed prior to the meeting. Revenue, including state subsidy, is up 4.8%. Student fees revenue is up 5%. FTE, which ties closest to tuition numbers, was up 4.4% from budget. Investment income is also up slightly. Expenditures came in at 90.7% overall, with the difference due to vacant employee positions throughout the institution and a new facilities contract that was not budgeted for this year but will be next year. Surplus funds are just over \$4M which is not expected to continue growing in future years, as it is currently needed in the new science and technology building. David explained that when the plans to increase the size of the new building meant increasing the campaign amount from \$5M to \$14.4M, the timing of the receipt of the pledges caused a need for additional short-term funding to cover the gap. To meet this need, funds have been invested from surplus until the pledged money is received. The invested money will come back to Newark after four years.

David also pointed out the Future Building Deferred Maintenance Account on the report, which is now at approximately \$2M. This will be used for equipment and other expenses for the Alford Center Building. There was a question about the fluctuation in the general overhead and why it declined from last year. David explained that this is due to the way non-profit accounting treats these as capital expenditures, so when several small projects on campus are not completed there can be large fluctuations. The difference between last year and this year was also due to transfers for the Alford Center Building made last year, making it higher, and funds being held back for contingencies this year, making it lower. This caused an even greater fluctuation than what might be expected.

David also provided a review of the reserves in the Cash Equity Statement (Financial Report, Page 10). He explained that the “rainy day” fund (Total Current Operations Fund Balance) is \$6M and is expected to remain at that number. With the growth of the campus, there may be future discussions to increase that fund. The expectation is for that fund to remain untouched. David reported on the discretionary reserves, pointing out that the Newark Efficiency Fund is the result of the Columbus campus setting up a system to track efficiencies that were required in the budget. This money is available for use, although it does require an extra layer of approvals from Columbus to access the funds.

8. **Dean/Director’s Report.** Dean Bill MacDonald began his report by elaborating on some of the key points of the enrollment and finance reports. More detailed enrollment and retention data will be available for the November board meeting, so Dean MacDonald’s objective for this meeting was to put some of the highlights into a long-term context.

- **Enrollment Highlights.** Dean MacDonald referenced overhead graphs with historical data on headcount, racial/ethnic diversity, age composition from 2001 to present, and first-year students as a percentage of total undergraduate student population from 1988 to present. He stated that “FTE” (Full-time equivalency) increased along with “headcount,” which is good because FTE helps to determine what the revenue will be. They do not always correspond, but they have been aligned over the past six years. The major proportion of students who are first-year students provides a sense of the campus culture. Racial and ethnic diversity of the Newark student

population continues to increase and is now over 25%. Although it is unknown what contributes to this positive trend, it could be attributed to demographics and proximity to Columbus and Franklin County. Another factor that helps is that the availability of housing attracts students from all across Ohio, which is generally more diverse than the immediate region. Additionally, the culture of the Newark campus is one that very much appreciates diversity and inclusivity and it is hoped that it will continue to increase. Newark has the most diverse undergraduate population of all Ohio State campuses, including Columbus. This is not an indication that Columbus campus diversity is decreasing. Diane Kanney pointed out that diversity in Columbus increased by approximately 3% this year. Increased diversity for the university is an expectation of President Michael Drake.

The age of Newark students trends toward traditional students. Although there are older adult/non-traditional students as well, most students come to Ohio State Newark directly out of high school. Approximately half of the undergraduate students are first-year. Last year over 700 students changed to the Columbus campus, and there is a project underway looking at the success of campus change students and what can be done to help them. Dr. Melissa Buelow is the Newark professor working with Ohio State's Office of Student Academic Success in Columbus on this project. Also, Stephanie Brown, Newark's Associate Dean for Academic Affairs, started an ambassador program to match students in their second year who are planning to change to the Columbus campus with students who are in their third year and have already completed their campus change. This program has been very successful and many of the relationships formed continue after graduation.

- ***Ohio State Newark Strategic Plan Update.*** Dean MacDonald referenced an overhead presentation titled "On Seas of Care, Strategic Plan Dashboard." The full document for the Ohio State Newark 2018-2023 Strategic Plan is available from the homepage of the Newark campus website or at Newark.osu.edu/strategic-plan. He stated that student success is a key metric for the strategic plan, so retention and graduation rates will be major focus areas over the next five years, as well as racial and ethnic disparities, graduating student debt, and overall satisfaction with the Ohio State experience. Student debt and overall satisfaction is measured through student surveys, but the regional campuses were not measured separately until two years ago. The retention rate is getting closer to the goal of 73%. The graduation rate also shows progress toward the goal of 20% or higher. It is worth noting that 6-year graduation rates have been the benchmark for measurement in the past, but the university's strategic plan calls for looking at 4-year graduation rates instead, which are lower. For a 4-year public institution with open admissions, 20% is not atypical when compared to other similar institutions. There is also progress toward closing the gap for racial and ethnic disparities in student retention and graduation. Updates for those data will come out in the summer of 2020. Dean MacDonald commented that the President's Affordability Grants and the Buckeye Opportunity Program will have a bigger effect this year than last year because this will be the first full year that these programs are available. The programs were implemented halfway through the 2018-2019 academic year, so it is still too soon to tell. The Ohio Department of Higher Education's website contains data that shows how Ohio State compares with other institutions.
- ***Alford Center Update.*** Dean MacDonald reported that construction is underway and progressing as expected. The important topic is keeping the project on budget. There are two components to the project, and there is a guaranteed maximum price for each. The first component was the foundation work and it was completed slightly under budget. The second component is the construction of the building and right now the guaranteed maximum price is higher than what

was expected. However, changes are being made that will bring the cost down and keep the project on budget. Some of the cash surplus at the end of the year will be set aside for equipment needed for teaching, such as a nuclear magnetic resonance spectrometer, and soft costs, such as furniture. The rising cost of construction in Central Ohio is due to the large number of projects competing for materials and labor. Raising the \$14.4M campaign goal to a higher dollar amount is not currently under consideration.

- ***Engineering Technology Program Update.*** The Bachelor of Science in Engineering Technology (BSET), which is a manufacturing engineering technology focus, has been up for public review. The period to receive comments is now closed and the next step is approval by the Ohio Department of Higher Education. Dean MacDonald expressed confidence that it will be approved because it has such great support from the manufacturing community in Ohio and from Ohio State's College of Engineering. Once approved, the program will most likely roll out at the Newark campus in 2023. This will be a four-year degree that can only be completed at an Ohio State regional campus.
- ***NEC Leadership Change.*** Dean MacDonald reported that John Low was appointed director of the Newark Earthworks Center effective September 1, 2019. Dr. Low is an associate professor in the Department of Comparative Studies at the Newark campus, and he developed the American Indian Studies classes both for the Newark campus and the Columbus campus. He has been a faculty member at Ohio State Newark for 6 years. He earned his BA and his Juris Doctorate from Michigan State University and a second BA at the University of Minnesota, and an MA from the University of Chicago.

Discussion followed regarding a general question on student housing under a private partnership. Lima, Marion, and Newark are interested in this arrangement, and guidance has been requested from Ohio State's Office of Planning, Architecture and Real Estate. The first step is to conduct a market study to collect data that will be used to develop a request for proposals for all three campuses to see if the market would support additional on-campus housing. Some off-campus landlords in and around Newark have notified Ohio State that they will no longer rent to students, which has increased the pressure to add more student housing on campus.

9. Next Board meeting – January 16, 2020 – 9:00 a.m. – 10:30 a.m.

- ***Future Meeting Dates for 2019-2020 at 9:00 a.m.***
 - January 16, 2020
 - March 19, 2020
 - May 21, 2020
 - June 18, 2020

10. Adjournment

There being no further business, the meeting adjourned at 9:42 a.m.

Respectfully submitted by

Nichole Lenglé

Executive Assistant to the Dean and Director

The Ohio State University at Newark