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### February 2019 Board of Trustees Meeting Report

Board of Trustees

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**Otterbein University**  
**Board of Trustees Meeting Report**  
**February 12, 2019**

**Chair's Report**

Board Chair **Mark Thresher** welcomed the Board of Trustees to its winter meeting. Chair Thresher began welcoming Trustees Emeriti **Bill Evans** and **Jane Oman** to the meeting. He also noted that it was the first Board of Trustees meeting for Student Trustee **Meredith Marshall** and CFO & Vice President for Business Affairs **Susan Bolt**. Chair Thresher reported that the Executive Committee met on Thursday, February 7, at 6:00 p.m. The Executive Committee approved three resolutions required as a result of hiring a new CFO & Vice President for Business Affairs including the following:

- Resolution Delegating Authority to Officers
- Resolution Granting Authority to Establish and Maintain Accounts at Financial Institutions
- Resolution Granting Authority to Sell and Assign Securities

Chair Thresher thanked President Comerford and Cabinet for leading the discussion at the All-committee meeting on Friday, February 8th, which included information related to Otterbein's affiliation with the United Methodist Church, the STAND campaign final report, a Campus Center initiative update, a real estate and property short-term plan update, the *Only Otterbein* branding campaign, a Columbus State Community College partnership update, and the upcoming Higher Learning Commission desk review scheduled for June 2019.

Chair Thresher expressed thanks to faculty who participated in the Sabbatical and Travel Showcase including **Andrew Mills** (Religion & Philosophy), **Rares Piloiu** (Courtright Memorial Library), **Nicholas Ross** (Music), **Joy Shoemaker** (Nursing), **Rebecca White** (Theatre & Dance), and **Robert McMahon** (Study Abroad in New Zealand). He also expressed gratitude to Vice President and Dean of Student Affairs **Bob Gatti** and Associate Dean of Student Affairs **Julie Saker** for facilitating the senior student panel on Friday afternoon, which featured students **Mackenzie Siebert**, **Eileen Connon**, **Haylie Schmoll**, **Erick Martinez**, **Taren Boone**, **Steven Schroeck**, **Corinne Saul**, and **Heather Sandvik**. Chair Thresher stated that listening to the senior students reflect on their academic, athletic, and leadership experiences at Otterbein with such inspiring personal stories was the highlight of the day.

Chair Thresher shared that he met with the Faculty Assembly Executive Committee (FAEC) on Friday, February 8. Discussion centered around Board priorities and expectations for the new administration, plans for developing a new strategic plan, the University's financial position, and the costs and benefits of a merit-based compensation system.

Finally, Chair Thresher thanked those able to attend the Celebration of Impact at The Point on Friday evening. The event was well-attended, and it was a great opportunity to honor donors and dedicate spaces as part of the Board of Trustees meeting weekend.

**President's Report**

President Comerford presented a recommendation to award emeritus status to seven (7) faculty and five (5) staff members who are retiring this year or who have recently retired with a combined three-hundred sixty-two (362) years of service. Their individual years of service are as follows:

### **Faculty**

**Dr. Amy Chivington**, Department of Music (30)

**Dr. James Gorman**, Department of English (40)

**Dr. Thomas James**, Department of Mathematics and Actuarial Science (39)

**Dr. Karen Robinson**, Department of Education (Posthumous) (30)

**Dr. Susan Thompson**, Department of Mathematics and Actuarial Science (33)

**Dr. Zengxiang Tong**, Department of Mathematics and Actuarial Science (28)

**Dr. Adele Weiss**, Department of Education (21)

### **Staff**

**Caroline Coyne**, Financial Aid Assistant, Office of Student Financial Services (32)

**Cheryl Gloege**, Associate Registrar (27)

**Vicki Miller**, Marketing, Office of Marketing & Communication, Institutional Advancement (20)

**Sharon Sink**, Clerical Specialist, Financial Aid Office, Office of Student Financial Services (25)

**Becky Smith**, Executive Director for Alumni Relations, Institutional Advancement (37)

President Comerford made a motion to approve the following **Resolution to Award Emeritus Status**:

*Whereas, these educators and staff have demonstrated a conscientious and strong commitment to the University; and*

*Whereas, they have shown outstanding dedication and loyalty in service to students of Otterbein University.*

*Now, therefore, be it resolved that the Trustees of Otterbein University, on behalf of the entire University community, express deepest appreciation to these dedicated educators and staff for their many contributions to the life of Otterbein University and do hereby confer upon them Emeritus status.*

The motion was seconded by Trustee **Al Waterhouse** and unanimously approved.

President Comerford presented information about the 2019 Undergraduate Commencement speaker, Nicholas K. Akins, President and CEO of American Electric Power. President Comerford made a motion to award the honorary degree of Doctor of Humane Letters to Mr. Akins as approved by the University Senate on February 6, 2019. The motion was seconded by Trustee **Cheryl Herbert** and unanimously approved.

President Comerford informed the Board that the Otterbein University Personnel Committee unanimously approved the recommendation of the Sabbatical Leaves Subcommittee for the 2019-20 Sabbaticals. Interim Provost and Vice President for Academic **Dr. Wendy Sherman Heckler** concurred with and the Student Success Committee endorsed the recommendation. He noted that abstracts of the proposals recommended for approval were included in the Board materials.

President Comerford made a motion to approve twenty (20) sabbatical proposals for 2019-20. The motion was seconded by Trustee **Debbie Currin** and unanimously approved.

President Comerford provided an update about the implementation of Phase I of the Compensation Plan, which took effect on January 1, 2019. A total of 429 faculty and staff received increases totaling an investment of \$778,417.00 in compensation.

President Comerford informed the Board that the food service contract has not been bid for fifteen (15) years. We are in the process of developing a Request for Proposal (RFP) to be issued within the next month. Vice President and Dean of Student Affairs **Bob Gatti** is leading the process, which will involve a cross-functional team of faculty, staff, and students. The goal is to have a new contract in place by July 1, 2019. President Comerford shared that the custodial services contract will be bid in the near future as well.

### **Board Presentations**

An academic showcase featuring the Master of Science in Allied Health program was presented to the Board by **Dr. Joan Rocks**, ATC, LAT, Health and Sport Sciences Chair and Athletic Training Program director, **Paul Longenecker**, RN, MBA, MSAH, Program Director/Senior Instructor, and alumna **Lauren Quintana**, MSAH '17, Corporate Fitness Manager for OhioHealth Employer Services.

### **Action**

The following action was taken by the Board of Trustees:

- **Resolution to Approve University Capital Budget Allocation for the 2019-20 Academic Year**
  - The Board of Trustees approved the Fiscal Year 2020 Capital Budget Allocation of \$2,583,682.00 to enhance teaching, learning, and living environments with a commitment from the administration to identify and share specific details with the campus community before bringing them back to the Board.

- **Resolution to Affirm Otterbein University's Mission and Values**
  - The Board of Trustees approved a resolution to affirm the mission and values of Otterbein University as follows:

*Otterbein is an inclusive community dedicated to educating the whole person in the context of humane values. Our mission is to prepare graduates to think deeply and broadly, to engage local and globally, and to advance their professions and communities. An Otterbein education is distinguished by the intentional blending of the liberal arts and professional studies, combined with a unique approach to integrating direct experience into all learning.*

*Otterbein fulfills its commitment to achieving and maintaining academic excellence through six core values that include diversity, equality, inclusiveness, lifelong learning, opportunity, service, and sustainability.*

- **Resolution to Confer Trustee Emeritus Status to former trustees:**
  - **James A. Rutherford** (2012 – 2018)
  - **Kent D. Stuckey '79** (2006 – 2018)
  - **Alec Wightman** (2010 – 2019)

- **Resolution to Honor Sigma Delta Phi Fraternity**

- The Executive Committee of the Board of Trustees approved a resolution honoring Sigma Delta Phi fraternity in celebration of their 100<sup>th</sup> year since their founding in February 1919.

**Future Board of Trustees Meeting Dates**

April 26-27, 2019 (Commencement Weekend)

August 8, 2019 (Board of Trustees Summer Teleconference)

October 11-12, 2019

February 7-8, 2020

April 24-25, 2020 (Commencement Weekend)