

Otterbein University

Digital Commons @ Otterbein

Board of Trustees

Governance

5-2020

May 2020 Board of Trustees Meeting Report

Board of Trustees

Follow this and additional works at: <https://digitalcommons.otterbein.edu/board>

 Part of the [Higher Education Commons](#)

Otterbein University
Board of Trustees Meeting Report
May 14, 2020

Chair's Report

Board Chair Mark Thresher welcomed the Board of Trustees and Trustees Emeriti to the annual spring virtual meeting on Friday, May 8, 2020. Chair Thresher expressed his thanks to the trustees for their flexibility in participating in the update meetings and phone calls over the past couple of months. He also thanked President Comerford for keeping the Board informed throughout the cyber event and COVID-19 crises. He expressed appreciation for the Virtual Celebration Tribute to the Class of 2020 and looks forward to participating in the commencement ceremonies when they can be held in person.

President's Report

President Comerford began his report by extending appreciation to the remarkable Otterbein leadership team who have pulled together over the past two months in a crisis-driven situation. He shared his pride toward the faculty, staff, students and trustees.

President Comerford asked for a motion to accept the graduating Class of 2020, which was unanimously approved by the Board of Trustees, noting a total of 679 undergraduate and graduate degrees were awarded. He also presented a recommendation to approve faculty promotion and tenure decisions, which was unanimously approved. See names listed under Board Action section.

President Comerford presented a *Resolution for the City of Westerville Information Systems Department* recognizing their tremendous level of network support and partnership with Otterbein and a *Resolution for Otterbein Information and Technology Services Department* commending CIO Willie Neumann and the entire ITS staff for accomplishing the enormous undertaking of restoring the network. Both were unanimously approved.

President Comerford stated the Cabinet has been engaged in discussions with faculty and staff to identify budget guiding principles for the purpose of developing a balanced operating budget. These discussions provided the opportunity to consider reorganization for efficiencies, cost savings, and ways to better serve our students. Two areas of investment as we move forward will be custodial services and computer virus protection. Temporary budget expenditure changes were identified due to COVID-19 or the need to implement for one year for budget relief.

President Comerford announced we intend to resume in-person classes in the fall, if possible, noting we will not ignore the orders and guidelines of government and medical professionals. He stated the campus community is central to what makes an Otterbein education so special.

Board Action

The following actions were taken by the Board of Trustees:

- **Resolution to Accept the Graduating Class of 2020**

- The Board of Trustees approved a resolution to accept the graduating class of 2020 as presented by President Comerford. It was noted that a total of 679 degrees were awarded including 560 bachelor's, 116 master's, and 3 doctorate degrees.
- **Resolution to Award Promotions and Tenure:** The Board of Trustees approved a resolution to award promotions and tenure effective August 10, 2020, as follows:
 - Promotion to Professor was awarded to **Sheri Birmingham** (Equine Science), **Carla Corotto** (Sociology, Criminology and Justice Studies), **Jackie Haverkamp** (Nursing), **Shannon Lakanen** (English), **Michael Levin** (Business, Accounting and Economics), **Karen Steigman** (English), **Kerry Strayer** (Communication), and **Kevin Svitana** (Biology and Earth Science).
 - Tenure was awarded to **Mark Mineart** (Theatre and Dance).
 - Tenure and Promotion to Professor was awarded to **Stella Kane** (Theatre and Dance).
 - Tenure and Promotion to Associate Professor was awarded to **Kristy McCray** (Health and Sport Science), **Regina Prusinski** (Nursing), and **David Sheridan** (Biology and Earth Science).
 - Promotion to Professor, Non-Tenure Track was awarded to **Kim Fischer** (Health and Sport Sciences).
 - Promotion to Associate Professor, Non-Tenure Track was awarded to **Kristin Cole** (Courtright Memorial Library) and **Brian Garrett** (Nursing).
- **Resolution for Faculty Manual changes**
 The Board of Trustees approved the proposed *Faculty Manual* changes. A highlight of a few of the proposed changes include:
 - a) Minor editorial changes related to Academic Affairs reorganization (i.e., changing Deans to Associate Provosts, etc.)
 - b) Clarification that the President carries the final decision on appeals decision.
 - c) Shortened the number of steps in the faculty review process due to the discontinuance of the Schools.
 - d) Amendment to allow individual departments to extend the window of allowable evidence for promotion to professor beyond six years from promotion to associate professor.
 - e) Amendment to administrative additions to tenure & promotion portfolios to allow for a process to legally allow disciplinary information from HR, that is relevant to the tenure & promotion, to be included in the portfolio.
 - f) Amendments to the interim-tenure review procedures due to the discontinuance of the Schools.

- **Resolution for the City of Westerville Information Systems Department**
 - The Board of Trustees approved a resolution to *the City of Westerville Information Systems Department* recognizing their tremendous level of network support for and partnership with Otterbein. See attached formal resolution.

- **Resolution for the Otterbein University Information and Technology Services Department**
 - The Board of Trustees approved a resolution for the *Otterbein University Information and Technology Services Department* commending CIO Willie Neumann and the entire ITS staff for accomplishing the enormous undertaking of restoring the network. See attached formal resolution.

- **Resolution to Renew Trustee Terms**
 - The Board of Trustees approved a resolution to renew trustee **Nevalyn Fritsche Nevil `71** for a third four-year term.

- **Resolution to Appoint Trustees**
 - The Board of Trustees approved a resolution to appoint two trustees-at-large, **Lisa Hinson P`17** and **Alan Varrasso MBA `11**, effective July 1, 2020.

- **Resolution to Appoint Student Trustee**
 - The Board of Trustees approved a resolution to appoint **Elijah McCutcheon `22** as student trustee effective July 1, 2020.

Board Special Recognition

- The Board of Trustees concluded the meeting by recognizing and thanking **Kaitlyn Brooks `20** for serving as Student Trustee from 2018 – 2020,

Future Board of Trustees Meeting Dates

- June 25, 2020, 1:00 pm – 3:00 pm
- August 6, 2020, 1:00 pm - 2:30 p.m. (Summer Teleconference)
- October 9-10, 2020
- February 5-6, 2021
- April 30 - May 1, 2021 (Commencement Weekend)
- May 2, 2021 (Undergraduate Commencement)