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April 2022 Board of Trustees Meeting Report

Board of Trustees

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Otterbein University
Board of Trustees Meeting Report
April 30, 2022

Chair's Report

Board Chair **Cheryl Herbert** welcomed the Board of Trustees and Trustees Emeriti to the annual spring meeting that began on Saturday, April 30. Board Chair Herbert expressed appreciation to the trustees for their time and effort over the past couple of months. The all-committee meeting was held before the public meeting to discuss the budget and high-level strategic partnerships. She met with the Faculty Assembly Executive Committee (FAEC) on Friday and felt it was an excellent meeting. The discussion included faculty and staff retention, resiliency of the Otterbein community, emotional workload for students and faculty, and faculty performance merit increases. Chair Herbert noted that a faculty comment recognized the role the Board has played throughout the past two years and thanked trustees for the number of hours contributed to the Board. Chair Herbert congratulated the faculty on another successful year, and noted without them, we would not be graduating students this weekend.

President's Report

President Comerford expressed his appreciation to the team who has provided amazing work toward a variety of additional initiatives beyond the normal work. Such initiatives have included the implementation of the innovation fund, strategic partnership, bond refinancing, Protect the Nest, and enrollment projection numbers.

President Comerford moved to accept the graduating Class of 2022. Members of the Class of 2022 have successfully completed their degree requirements as reviewed and approved by the Division of Academic Affairs. There are 23 Doctorates, 101 Masters and 524 Bachelor's Degrees totaling 648 degrees being awarded.

President Comerford announced the Mary B. Thomas Award recipients to be honored at homecoming and family weekend. The three recipients have been endorsed by the Executive Committee of the Board of Trustees at the April 19, 2022 meeting. The recipients are Drs. Morton J. H'00 and Barbara Achter, the Otterbein "O" Club Foundation and Mark R. Thresher '78 P'05 and Deborah Scott Thresher '77 P'05.

In honor of the University's 175th anniversary, President Comerford reviewed the minutes of the April 26, 1847 Board meeting which noted the purchase of the land from the Blendon Seminary for an initial payment of \$300, appointed officers, and multiple resolutions for expenses. He noted each of today's trustees is a direct line back to the first Board meeting of 175 years ago.

Board Committee Reports

Audit and Risk Management Committee

Trustee and Committee Chair Kaiser reported the Audit & Risk Management Committee met yesterday. The committee approved minutes of November 8 and December 10, 2021. A Crowe representative reviewed the June 30, 2021 tax report which will be ready for filing next week. Pete Ugo from Crowe reviewed the audit field work for June 2022. Trustee Kaiser noted the 403 pension plan will have new auditors. The committee received a Protect the Nest update from Beth Kidwell, Director of Risk Management.

Enrollment and Advancement Committee

Trustee and Committee Chair Hinson reported the committee met yesterday and received updates from Michael McGreevey, Vice President for Institutional Advancement, and Jefferson Blackburn-Smith, Vice President for Enrollment Management and Marketing. Trustee Hinson shared the enrollment projection for next year's class is 600-625 students. She noted a decline in the graduate nursing program in FY23 as they re-evaluate marketing, programs and program delivery.

Trustee Hinson noted that fundraising is gaining momentum in the last quarter with overall commitments currently at \$4.4M and the Otterbein Fund at \$737K. These are both close to even with last fiscal year. This is remarkable given that the Advancement staff has had multiple openings for most of this year. The Founder's Day Giving Campaign, held earlier this week, was very successful and yielded 430 donors and over \$240K in gifts during a 48-hour period. The committee also endorsed the formation of two new alumni clubs: Japan Alumni Club and LGBTQIA Cardinal Pride. The committee heard an update on the new Advantage Partnership Program which has 17 current partners.

Financial Resources Committee

Trustee and Committee Chair Bible reported the committee met several times this spring and met late last week with Goldman Sachs to review the market analysis. The committee also met yesterday to review the proposed FY23 operating and capital budget. Trustee Bible noted the proposed operating budget has appropriate buffers for inflation and the proposed capital budget is allocated in several categories totaling \$2.2M.

Governance Committee

Trustee and Committee Chair Fisher shared the Governance Committee met several times in March and April to hold interviews for faculty, student and alumni trustees and conduct several items of business.

Student Success Committee

Trustee and Committee Chair Francis noted the committee met yesterday with success reports from the Point in the areas of events, Advantage Partnerships and the MakerSpace. Erin Bender, Executive Director of the Point/Corporate Partnership shared stories of Otterbein's relationship with two Advantage Partners, Bath and Body Works and Valvoline.

Trustee Francis shared the committee received a report from Student Affairs which includes a Protect the Nest update and housing update for fall semester. There are 572 students who have committed to live on campus as of April 4 with 50 students having purchased super singles. This is a 4% increase over last year. Student Affairs is working on a new health center model for students with a new provider offering the necessary services. A second fulltime counselor was hired for the counseling center. Athletics will monitor students who have been approached for name, image and likeness (NIL). The University has signed the NCAA Association-wide Policy on Campus Sexual Violence Attestation .

Trustee Francis noted Academic Affairs has filled four positions on the tenure track and five visiting faculty positions. Provost and Senior Vice President Sherman Heckler reviewed the *Faculty Manual* change recommendation to the **Faculty Manual Chapter 3, Section B. i, i & ii.**, which added a faculty member outside of the department to be included on the tenure and non-tenure track review committee.

Provost Sherman Heckler referenced the multiple outstanding faculty achievements in the Board packet. For the purpose of this meeting, she highlighted Dr. Jennifer Merkowitz, Department of Music, for her commissioned music pieces and departmental adaptations during the pandemic. Dr. Merkowitz was named the 2022 Teacher of the Year. Provost Sherman Heckler also noted the work of Dr. Andrew

Calinger-Yoak who developed low-cost GPS/LoRa Research collars for wildlife study in Brazil. Dr. Calinger-Yoak received the Mark and Deb Thresher faculty endowed award to conduct research abroad based on the common good.

Constituency Reports

Faculty Trustee Report

Trustee Tansey shared this is the time of celebrations to honor and award students' great accomplishments in their projects and internships. Faculty celebrate with the students, having served in roles as a coach, teacher, friends and role models. Trustees Tansey and Rocks highlighted 'behind the scenes' work that faculty have contributed to students' accomplishments which included advising student organizations and internships, writing recommendation letters, advising research projects, traveling with students to present at conferences or traveling abroad.

Trustees Tansey and Rocks highlighted the honors program, emphasizing research mentoring and advising internships. Trustee Rocks noted, these rewarding experiences will not only help meet the "Every Student Will" goal, it also serves as the bridge to employment and/or graduate school acceptance. These experiences lead directly to an offer of employment over 60% of the time. Trustee Rocks thanked the faculty and staff who do so many things behind the scenes to ensure Otterbein students' success with a wide variety of valuable experiences.

Student Trustee Report

Trustee Sturgeon and Trustee McCutcheon shared updates on the grant funding for the Coordinated Response Team, the increase of student involvement on campus especially in the hiring process, and the implementation of the 101 course for student organizations on Collin's Law. The student trustees identified residence life concerns and efforts were being made for changes in the area. Trustees McCutcheon and Sturgeon noted numerous student recognitions were held the past few weeks celebrating student accomplishments.

Alumni Trustee Report

Trustee Stephens expressed congratulation on a successful Founder's Day Giving Campaign. She noted various alumni engagement opportunities which have been offered in a hybrid model from coast to coast. Trustee Stephens reviewed the upcoming Toast this evening for the graduating class. She highlighted new additions to the Homecoming & Family Weekend (Sept. 30-Oct. 1) to celebrate Otterbein's 175th year to include an expanded OtterFest featuring Uptown Merchants, Cardy Hour with faculty and staff, the band 'British Invasion', and a Bier Garten. Trustee Stephens noted a position posting for a Coordinator of Alumni & Family Programs focusing on social media, event logistics, and alumni connections. The inaugural chairs of the Family Engagement Network (FEN) are Mike and Pate Rudolph P'23 who hosted a town hall conversation with President Comerford.

Board Action

The following actions were taken by the Board of Trustees:

- **Resolution to Accept the Graduating Class of 2022**
 - The Board of Trustees approved a resolution to accept the graduating class of 2022 as presented by President Comerford. It was noted that a total of 648 degrees would be awarded including 524 bachelor's, 101 master's, and 23 doctorate degrees.
- **Resolution to Adopt the 2022-23 (FY23) Operating Budget**
 - The Board of Trustees approved a resolution to adopt the proposed 2022-23 (FY23) operating budget with total operating revenues at **\$68,836,759**.

- **Resolution to Approve University Capital Budget Allocation for 2022-23 (FY23)**
 - The Board of Trustees approved the proposed 2022-23 (FY23) Capital Budget Allocation of **\$2,174,348**.
- **Resolution to Appoint at-large Trustees for 3-year terms**
The Board of Trustees approved a motion to appoint at-large trustee terms as follows:
 - **Mechelle Buys du Plessis `P 20, 22**
- **Resolution to Appoint Student Trustees**
The Board of Trustees approved a motion to appoint student trustee terms as follows:
 - **Madelyn Nelson `23** (student trustee for one-year term)
 - **Yasmeen Khafagy `25** (student trustee for two-year term)
- **Resolution to Appoint Faculty Trustee**
 - The Board of Trustees approved a resolution to appoint Dr. Susan Millsap as faculty trustee for a three-year term.
- **Resolution to Renew Board Officers for 2022-23**
The Board of Trustees approved a motion to renew the Board officers for 2022-23 as follows:
 - Cheryl Herbert, Chair
 - Eddie Harrell, Vice Chair
 - Alan Waterhouse, Secretary
 - Theresa Harris, Assistant Secretary
- **Resolution to approve *Faculty Manual* change to Chapter 3, Section B. i, i & ii**
The Board of Trustees approved a motion to the *Faculty Manual* to change Chapter 3, Section B. i, i & ii, which adds a faculty member outside of the department to be included on the tenure and non-tenure track review committee.

Board Special Recognition

The Board of Trustees concluded the meeting by recognizing and thanking departing **Trustee Rebecca Princehorn `78** (2010 – 2022), **Faculty Trustee Dr. Joan Rocks H`20** (2019 – 2022), and **Student Trustee Elijah McCutcheon `22** (2020 – 2022).

Future Board of Trustees Meeting Dates

- August 5, 2022 (Board of Trustees Summer Virtual)
- September 30, 2022 (in-person meeting)
- September 30 and October 1, 2022 (Homecoming/Family Weekend)
- December 2, 2022 (virtual meeting)
- February 3, 2022 (virtual meeting)
- April 28 – 30, 2023 (in-person meeting and Commencement Weekend)