Ms. Grothouse called the meeting to order at 4:31 p.m. with the following members present: Joel Althauser, Deborah Ellis, Nicole Gray, Karen Grothouse, Mark Haushalter, Dr. Susan Hubbell, Earl Recker, and Eva Yarger. Doug Reinhart was absent. Appointed members Dr. Mark Kleffner, Chad Metzger and Kayla Schneider were present. Dean Rose and Ms. Schleeter attended in their official capacity.

APPROVAL OF MINUTES: Dr. Hubbell moved and Mr. Haushalter seconded the motion that the reading of the December 5, 2013 minutes be waived and approved as previously distributed. The motion unanimously carried.

CONSIDERATION OF FINANCIAL CONDITION: Mr. Phelps presented a written and verbal report of the financial condition for the period ending January 31, 2014. Income is at 53.8% of budget and reflects tuition from Summer Session and Autumn Semester 2013. State subsidy was less than what was budgeted as the final numbers have changed since the budget was submitted. Enrollment for Autumn Semester was up by 22 students, which projects to an $110,000 increase in tuition revenues. The campus also received $125,000 from The Office of Academic Affairs in Columbus to offset the loss of tuition due to the absence of a tuition increase this year.

Expenses are at 50.5% of budget, and with the exception of Student Aid (which reflects SU’13 and AU’13 and SP’14 disbursements) are within or under budgeted projects. This trend should continue as the year progresses and we continue to find ways to lower expenses. The negative expense in the Transfers Out category reflects a transfer from an endowed fund to help cover the cost of our Martha W. Farmer Endowed Professor, Joe Brandesky. This expense will move towards the budgeted expectations as the year continues.

Both income and expenses are below what was budgeted and should continue to follow that pattern as the year progresses. Plans to address the budget deficit are evolving as we move through March. Our path forward should be evident by the end of the month. Mr. Recker moved and Mr. Althauser seconded the motion that the attached statement of financial condition be accepted. The motion was unanimously approved.

BOARD COMMITTEE REPORT: External Relations Committee: Deborah Ellis reported that the Ohio State regional campus websites would be migrating to a new shared content management system that would help ensure that content is current, organized and easily accessible. In addition, it would help achieve a more uniform web page appearance across the Ohio State campuses, in keeping with the “One University” mantra. The majority of Lima.OSU.edu would be hosted in Columbus. Ms. Ellis continued her report, saying that the spring marketing push from the Regional Campus Cluster will emphasize the "Be a Buckeye" message and billboards, radio, e-postcards and web blitzes will be forthcoming. Finally, she mentioned that a marketing committee will be formed based on a recommendation from the Enrollment Subcommittee of the Lima Strategic Planning group.

DEPARTMENTAL REPORT: Development: Amanda Miller, Director of Development, updated the group on a couple of items of interest. Ms. Miller reported that nearly $3.2M of the $5M goal has been raised for the campaign. She is working with volunteers to raise the remaining $1.8M. Within the next three months, the goal is to have a minimum of $491K pledged for the
construction of the facility. This will enable the design phase to continue uninterrupted and for shovels to be in the ground before the end of the year. She reported that she has been collaborating with various individuals in surrounding counties to aid in this effort. To help spread the campaign message, Ms. Miller has been working with Office of Communications to create campaign commercials that will explain the campaign focus. These commercials should be ready to air by March 31. Ms. Miller continued her report by announcing the upcoming Campus Campaign. This is the University-wide internal fundraising effort that focuses on the percentage of faculty and staff participation rather than the amount of money raised. She continued her report by announcing that Spring for Scholarships will be held on May 5 at the Shawnee Country Club. Ms. Miller finished by reporting on her efforts to create a Speaker's Series that focuses on all areas of wellness. Examples include sharing research that is being conducted at the Wexner Medical Center, a session on financial wellness, etc.

DEPARTMENTAL REPORT: Diversity Council: John Upshaw, Director of Institutional Diversity, and Ms. Nicole Gray, gave a brief presentation. Dave Turner, a member of the council who also works with the Lima City Schools C-TAG program, Closing the Achievement Gap, was in attendance as well as Mr. Da’Quan Knuckles, a student in the DREAM Program and a student member on the Diversity Council. Ms. Gray started the presentation by noting that the council had been busy working on various initiatives. She reported that a lot of effort was being put into coming up with strategies to address the decrease in student retention rates in the DREAM Program. Statistics have shown marked decreases in retention rates in the last few years. Ms. Gray noted that the overall freshman retention rate for 2012-2013 was 61.7% compared to 14% for those students enrolled in the DREAM Program. In 2011-2012, the retention rate for DREAM students was a bit higher at 26%, but still low when compared to the overall freshman retention rate for that year. Ms. Gray stated that there were a lot of possible explanations for the low retention rate, one of those being many first-generation and underrepresented students struggle with the transition from high school to college. Ms. Gray noted that many students in the DREAM Program were also first-generation students. These students might have more issues transitioning from high school to a college setting as their parents have not gone through the process themselves. Ms. Gray said that more effort needed to go into focusing on the question of “how do we engage these first-generation students”. At that point, Ms. Gray introduced Mr. Knuckles, a student in the DREAM Program and student member of the Diversity Council as well as a published author and poet. Mr. Knuckles thanked various individuals for their personal support and spoke about how the DREAM Program had impacted him as well as his future plans. Ms. Gray segued into Mr. Upshaw’s presentation by asking the question, “How do we continue to help these students?”

Mr. Upshaw shared information with the group about the new CLIFFS Bridge Program, College Level Intervention for Freshman Success”, being implemented prior to the start of the Autumn 2014 semester. The stated goal of the program is to “create a seamless process and transition from high school to Ohio State Lima for incoming freshmen (including underrepresented and first generation students) who have successfully matriculated to Ohio State Lima.” Mr. Upshaw noted that the target group for this pilot program would initially be DREAM student graduates and underrepresented students; however, he stated he hoped to eventually open it up to all students. Mr. Upshaw reported that this program was modeled after the program in Columbus, and noted that it has been highly successful. Mr. Upshaw said the program will help get students acclimated to the campus, its resources and culture in order to help them prepare for the academic and non-academic challenges that lie ahead. He stressed the importance of bringing these students together as it also provided opportunities for peer mentoring. To help facilitate success, students will be required to take career development and study skills classes. Math enrichment classes will be available to those who demonstrate a need for them. Mr. Upshaw shared his belief that diversity enhances and enriches everyone’s experiences and
ultimately allows us all to be successful. Mr. Upshaw closed the presentation noting there were three vacancies on the Council and encouraged the group to spread the word to any faculty, staff or community members who might be interested in joining.

DEPARTMENTAL REPORT: Financial Aid: Josh Luke was on hand to give a brief financial aid overview. Mr. Luke provided quick highlights of several financial aid statistics and trends. He reported that 95% of Lima students applied for financial aid during the 2013-14 academic year; a figure that reflects an 11% increase from last year, demonstrating the strong financial need that our students have. He reported that 49% of those who applied were Pell Grant eligible. Mr. Luke also noted that the Lima Campus awarded close to half of a million dollars in scholarships for the current academic year. Moving on, he briefly outlined the challenges ahead including reduced state and federal aid and more specifically, changes in interest rates on student loans. Mr. Luke concluded his report by talking about new initiatives designed to help students maintain their financial aid eligibility. He explained that students who fail to achieve “SAP” or satisfactory academic progress, which requires them to maintain a 2.0 grade point average and complete 67% of all attempted hours, become ineligible for financial aid. Mr. Luke said that increased communications with students regarding their SAP status as well as more leniency for those who come close to meeting the requirements and or appeal their ineligibility will be the strategies employed to help students. Mr. Luke reported that he had heard the University might consider reviewing the minimum grade point average requirements to maintain financial aid eligibility, possibly lowering the threshold to a 1.7 g.p.a..

FACULTY ASSEMBLY REPORT: Dr. Mark Kleffner updated the group on some of the ongoing activities of faculty. Dr. Kleffner reported that the new mentoring program for probationary faculty was up and running. He also reported that nine faculty members had applied for research/creative activity grants through the College of Arts and Sciences in Columbus. Eight of the nine that applied were awarded grants, resulting in Lima Campus faculty awards accounting for 44% of all the grants awarded. Dr. Kleffner reported that a new rule was put in place stating that in order for faculty to be eligible to apply for local grants, they must first apply for the grants offered by the College of Arts and Sciences. Local grants are awarded after those offered by the College of Arts & Sciences. Dr. Kleffner reported that this year’s local grants had recently been decided and that funds still remain as a result of faculty members applying for and receiving aid from the College of Arts & Sciences. Dr. Kleffner emphasized that funding for these types of grants are important in terms of faculty retention.

STUDENT REPRESENTATIVE REPORT: Ms. Schneider reported on the various student events happening during Spring Semester. She elaborated on a recent trip where ten students travelled in the campus van to Mad River Mountain for a day of fun on the slopes. She also commented on the success of the latest campus blood drive, held on January 29-30. She stated that she has since received follow-up calls from the Red Cross asking for our cooperation in encouraging students, faculty and staff to continue to donate at various local drives. Other events mentioned were the Taste of OSU trip in February which was “showcased in an evening of cultural performances, exhibits and international food tasting provided by over thirty international and ethnic clubs on campus.” Ms. Schneider continued her report by noting that sales from the pancake fundraiser for the student Pelotonia group were at around $300 and reminded everyone to visit their local Bob Evans on March 12 to participate. Ms. Schneider briefly talked about Stompalot, the Department of Theatre’s latest musical, for which over 109 costumes had to be made. She mentioned that the production was a success and that Ms. Alyson Nye, a campus admissions counselor, had been in charge of the production’s choreography. Ms. Schneider briefly noted the upcoming family fun night on March 21 which will feature the movie “Frozen.” She reminded everyone that the Education Club was collecting Box Tops for Education and that any interested parties could contact her with their donations. Ms.
Schneider briefly noted the Lima Aggies' upcoming trip to the Ohio Beef Expo on March 14-16 and finished her report by announcing that this year's Spring Fest would be held during the week of March 24th.

DEAN AND DIRECTOR'S REPORT: Dean Rose provided the following campus update:

- Dean Rose updated the group on the progress being made with the strategic planning process, noting that the sub-committees were in the process of submitting their final reports, and in some cases, implementation plans were being drawn up. Dean Rose said the goal is to have the process completed and the documentation ready when the next Dean and Director comes aboard.

- Dean Rose reminded the group that the campus was still in the planning phase of the Student Life Building project. He noted that the second meeting with the architectural firm was held today and that they were collecting input on what people hoped to see in the new building.

- Dean Rose shared some information about the budget for the upcoming year and noted that we would continue to closely monitor expenditures throughout the next fiscal year. He noted that class enrollments and offerings were carefully being monitored as well in case adjustments needed to be made.

OLD BUSINESS: None

NEW BUSINESS:

- Selection of the 2014 Violet I. Meek Town and Gown Award Recipient:

Letters of nomination and credentials for three candidates, Dr. William Sullivan, Mr. George Brooks and Mr. Larry Web were submitted to the Violet I. Meek Town and Gown Award selection committee and shared with the board. After discussion, motion was made by Ms. Ellis and seconded by Dr. Susan Hubbell and unanimously approved to name Dr. William Sullivan as this year's recipient. The award will be presented on May 15, 2014, at 5 p.m. during a ceremony and reception at the Visitor and Student Services Center.

ADJOURNMENT: Mr. Haushalter moved and Mr. Recker seconded the motion that the meeting be adjourned. The motion was unanimously approved and Ms. Grothouse declared the meeting adjourned at 5:50 p.m. The next Board meeting is scheduled for May 15, 2014 at 4:00 p.m. in the Public Service Building, Room 212-213.

Karen Grothouse, Chair  
The Board of The Ohio State University at Lima  
March 6, 2014

Lori A. Schleeter, Secretary  
The Board of The Ohio State University at Lima  
March 6, 2014
Summary of Financial Condition – Period ending January 31, 2014

Definitions

Transfers In: payments to Lima from other OSU departments for services such as Disability Services, Student Life (Huntington Affinity Agreement), and a one-time payment from OAA to cover the unrealized income had we instituted a 2% tuition
Tuition: all payments for student-related fees (Instructional fees, general fees, fines/penalties, application/acceptance fees, and lab fees)
Subsidy: state share of instruction payments
Investment: interest paid on fund equity balance
Sales: miscellaneous sales, federal indirect costs, Rhodes State College payments

We are 58.3% through the year, so when comparing actual to budgeted, keep that percent in mind as we go through the analysis.

Income

Overall, income is at 53.8% of budget, and includes SU’13 and AU’13 tuition. Subsidy is less than we had budgeted, because the final numbers changed since the original budget was submitted. AU’13 Enrollment was up by 22 students, which projects to a $110,000 increase in tuition revenues. As the year progresses, we will be slightly under budgeted projections. We also received the $125,000 from OAA to offset the loss of tuition due to no tuition increase (shown in Transfer In row).

Expenses

Expenses are at 50.5% of budget, and with the exception of Student Aid (which reflects SU’13, AU’13 and SP’14 disbursements) are within or under budgeted projections. This trend should continue as the year progresses, and we continue to search for ways to lower expenses. The negative expense in the Transfers Out category reflects a transfer from an endowment fund to help cover the cost of our Martha Farmer Endowed Professor, Joe Brandesky. This expense will move towards the budgeted expectations as the year continues.

Summary

Both income and expenses are less than the budgeted projections and should continue to follow that pattern as the year continues. Once SP’14 enrollment numbers are known (trending lower than expected) in February, a clearer picture of our budget will be seen.

The budgeted deficit is being dealt with in a variety of ways, and the hope is that by March 2014 we will have a path forward about how to deal with it using a 5-year approach to our budget forecasting. More will follow as plans get developed.
### Income

<table>
<thead>
<tr>
<th>Budget BFY 2014</th>
<th></th>
<th>Actuals AFY 2014</th>
<th></th>
<th>Current Bud/Act</th>
<th></th>
<th>Actuals AFY 2013</th>
<th></th>
<th>incl/(dec) AFY14 vs AFY13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In</td>
<td>189,100</td>
<td>1.5%</td>
<td>157,967</td>
<td>2.4%</td>
<td>87.7%</td>
<td>32,644</td>
<td>0.5%</td>
<td>385.4%</td>
</tr>
<tr>
<td>Tuition</td>
<td>8,063,301</td>
<td>65.6%</td>
<td>4,311,655</td>
<td>65.1%</td>
<td>53.5%</td>
<td>4,995,031</td>
<td>67.1%</td>
<td>-6.2%</td>
</tr>
<tr>
<td>Subsidy</td>
<td>3,580,893</td>
<td>29.1%</td>
<td>2,026,281</td>
<td>30.6%</td>
<td>56.6%</td>
<td>2,050,326</td>
<td>29.9%</td>
<td>-1.2%</td>
</tr>
<tr>
<td>Investment</td>
<td>1,500</td>
<td>0.0%</td>
<td>1,349</td>
<td>0.0%</td>
<td>89.9%</td>
<td>2,476</td>
<td>0.0%</td>
<td>-45.5%</td>
</tr>
<tr>
<td>Sales (includes RSC)</td>
<td>470,032</td>
<td>3.8%</td>
<td>120,651</td>
<td>1.8%</td>
<td>26.7%</td>
<td>172,350</td>
<td>2.5%</td>
<td>-29.9%</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>12,295,826</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>6,618,103</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>53.8%</strong></td>
<td><strong>6,853,629</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>-3.4%</strong></td>
</tr>
</tbody>
</table>

### Expenditures

| Personnel      | 8,052,741 | 63.0% | 4,041,666 | 62.6% | 50.2% | 4,121,025 | 56.7% | -1.9% |
| Benefits       | 2,429,775 | 19.0% | 1,216,298 | 18.8% | 50.1% | 1,208,899 | 17.2% | 0.6% |
| Supplies & Services | 864,900 | 6.8% | 479,308 | 7.4% | 55.4% | 650,492 | 9.3% | -26.3% |
| Equipment      | 166,500 | 1.3% | 87,286 | 1.4% | 51.6% | 216,187 | 3.1% | -50.6% |
| Student Aid    | 311,000 | 2.4% | 282,339 | 4.4% | 90.8% | 415,290 | 5.9% | -32.0% |
| Service Charge | 663,917 | 5.2% | 360,091 | 5.6% | 54.2% | 378,273 | 5.4% | -4.8% |
| Transfers Out  | 292,377 | 2.3% | (6,384) | -0.1% | -2.9% | 27,855 | 0.4% | -130.1% |
| **Total Expenditures** | **12,783,210** | **100.0%** | **6,458,654** | **100.0%** | **50.5%** | **7,018,020** | **100.0%** | **-8.0%** |

**Income Over Expense** | **(487,364)** | **159,546** | **(164,491)** | **-197.0%**