

The Board of  
The Ohio State University at Lima  
March 10, 2016

Dr. Hubbell called the meeting to order at 4:32 p.m. with the following members present: Deborah Ellis, Dr. Susan Hubbell, Dr. Gregory Ricketts, Larry Webb and Eva Yarger. Joel Althaus, Karen Grothouse, Mark Haushalter, and Dr. Earl Recker were absent. Appointed members David Braun, Mark Kleffner and Chad Metzger were present. Dean Gilbert and Ms. Schleeter attended in their official capacity.

APPROVAL OF MINUTES: Mr. Webb moved and Ms. Ellis seconded the motion that the reading of the January 14, 2016, 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 February 29, 2016. **Please review pages 4-5 of this document for the report.**

Mr. Webb inquired about the Huntington Affinity Agreement. Mr. Phelps explained that the Lima Campus currently receives \$10,000 per year in scholarships as part of an agreement with Huntington Bank to make them Ohio State's premier bank. He stated that the agreement had been in place for three years and that it would expire after a total of ten years. Ms. Ellis then asked how many years OSU Lima had been running a budget deficit. Mr. Phelps responded that the campus was currently in its third year of running a budget deficit. He explained that the budget deficit was part of an "allowable" deficit that included expenses such as technology support through OCIO and a Campus Police Officer. He indicated that working to pay that deficit down was a priority.

Ms. Ellis moved and Mr. Webb seconded the motion that the attached statement of financial condition be accepted. The motion was unanimously approved.

DEPARTMENTAL REPORT: Advancement. Lesley Fry, Director of Advancement, delivered a brief update. Ms. Fry started by noting the absence of a Spring for Scholarships event in 2015. She stated that this event had been the tradition for the last ten years, and that the consensus was that the event needed to be refreshed. She reported that this year's Spring for Scholarships event would be held on April 28, with Archie Griffin serving as the keynote speaker for the event. She explained that the event would look much different than in previous years, with local vendors providing the food, no traditional auction; rather there would be raffle type items available and mystery items available for purchase. She stated that it would also be held on campus for the first time and that the Cook Hall gym would be completely draped to create a beautiful venue for the event. Ms. Fry communicated that letters had gone out to solicit sponsorships for the event, and that invitations would be going out shortly. She encouraged board members to invite friends and families to purchase tickets, and provided letters for each board member to hand out to interested parties. Dr. Hubbell voiced concern over the venue being held in Cook Hall, stating that it could be challenging for those who have difficulties walking. Ms. Fry indicated that she would explore options to make sure there was full accessibility for the event.

Ms. Fry finished her report by stating that 4.58 million had been raised for the Student Life Building project. Ms. Fry said that she would let Dean Gilbert expound upon the project's progress during her report.

**FACULTY ASSEMBLY REPORT:** Dr. Kleffner updated the group on the ongoing activities of faculty. He reported that several faculty had recently presented for the Distinguished Faculty Lecture Series, including Professors Pat Carroll and Young Ah Lee. He reported that Dr. Young Ah Lee's lecture, titled "Mirror, mirror on the wall, who's the best of them all?: The role of self-study in teacher education for social justice," was held at 4 p.m., Thursday, January 21. Dr. Kleffner also reported that Dr. Carroll's presentation, titled "Self-revision: Understanding changes in present and possible selves over time," was held at 4 p.m., Thursday, February 25. He noted that both Professor Ed Valentine and Dr. Mohamed Yousif were scheduled to present in March and April.

Dr. Kleffner reported that faculty would once again look into the issue of adding a common hour on the schedule for the benefit of both faculty and students. Dr. Kleffner explained that a common hour would provide a time(s) during the week when there would be no classes scheduled. He explained that this would leave time open to schedule events that both faculty and students could attend. He stated that the Faculty Assembly would have further discussions.

**STUDENT REPRESENTATIVE REPORT:** Mr. Braun reported on the recent activities of Lima Campus students. He shared that Carmony, the campus a Capella group, had recently competed in the regional Quarterfinals at Bowling Green High School. He also reported that the Honors Students went on a trip to the Toledo Symphony, were planning a trip to the Columbus Zoo and would be participating in the Ottawa River Clean-up project. Mr. Braun continued by noting that students had been active on student panels for both the Student Life Building Project and the Teaching Excellence Award panels. Mr. Braun indicated that there were a lot of nominations coming in for the Teaching Excellence Award.

Mr. Braun then closed his report by remarking on some recent and upcoming events. Mr. Braun noted that a recent voter registration drive had resulted in getting 10% of the campus student population registered to vote. He also mentioned the upcoming campus production of Rent being held on April 7-10. He also reported on the good turnout at the latest art show opening featuring Winnie Sidharta Ambron on March 3.

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

Dean Gilbert started her report by giving a brief update on the Student Life Building project. She shared that the project was in the design phase and that things were moving along. She talked about the bus tour that faculty and staff took to look at similar student life spaces at Ohio Northern University, Clark State Community College and Ohio Wesleyan University. She also spoke briefly about the programming meeting on February 29. She shared some of the feedback from that meeting. She indicated that students really wanted to see a coffee bar included in the building and a room for a trainer to work with athletes. She also indicated that the group had decided that adding an office in the Fitness Center for the Student Life Director would be a priority. Dean Gilbert said that she was still waiting on word from potential partners on the fitness portion of the building, and would be following up. She shared that the next steps in the process would be to meet with the architects on March 21 to continue work on the design phase. She stated that this phase would last until September. She explained that bidding would start in January 2017, followed by construction from April 2017– Spring 2018.

Dean Gilbert continued her report by speaking briefly about the strategic planning process, the capital budget, and recent legislative updates of interest to the campus. Dean Gilbert reported the SWOT Analysis results and shared the top threat and top opportunity identified as part of that process. She shared that the next step was to take a close look at the mission, vision and values statements and revise them. She asked board members to fill out and return the mission,

vision and values survey included in their folders. She then spoke briefly about the capital budget and reported that the Inter-University Council had approved capital requests for a total of 2.25 million dollars to be used on standby generators, parking lot repairs and a Reed Hall roof replacement. She then moved on to several legislative updates, including a "3+1 Initiative" that would have students taking three years at local community colleges and then one year at the University as well as the legislature considering allowing community colleges to offer four year degrees. She spoke about the impact that would have on Ohio State Lima. She explained that these efforts were a result of the Ohio Department of Higher Education's exploration into making public universities more efficient.

Dean Gilbert finished her report by highlighting the accomplishments of faculty, staff and students. She shared that Jorgi Schramm, a former Lima Campus student, had been accepted into the University Heritage College of Osteopathic Medicine and that Ryan Kraner, a former student, had been accepted into Naval Flight Officer training. Dean Gilbert also talked about Chip Blake, Associate Professor in History on the Lima Campus, who recently received the 2015 Paul W. Brown Award for Distinguished Undergraduate Teaching in the Departments of English and History. She noted that Professor Blake had also been chosen to serve as a "Teaching Star" in the President's new Teaching Institute. Finally, Dean Gilbert shared that one of our staff members, Meredith Kincaid, had recently won the 2016 Outstanding First Year Advocate Award from First Year Experience.

OLD BUSINESS: None

NEW BUSINESS: Deborah Ellis spoke on behalf of Mark Haushalter, current chair of The Violet I. Meek Town and Gown Award committee for 2016. Ms. Ellis revealed that three applicants were on file for this award, but there was one outstanding file with strong letters of support. She announced that the committee had selected Mr. Roger Nimps, Assistant Dean at Ohio State Lima, to be this year's recipient. Ms. Yarger moved and Dr. Ricketts seconded the motion that Mr. Nimps be selected as the 2016 recipient of the Violet I. Meek Town and Gown Award. The motion unanimously carried.

Ms. Fry spoke briefly about this year's Hall of Fame Award selection process. She indicated that an independent committee had selected Dr. Frank Baldauf to be honored as the 2016 Hall of Fame Award winner. Ms. Fry indicated that an electronic vote of the Board had approved his selection. She noted that Dr. Baldauf will be honored on April 7, 2016 at the Advocates Spring Dinner.

Deborah Ellis spoke on behalf of Dr. Recker, current chair of the Academic Affairs and Student Life Committee, to discuss the committee's recommendation for the 2016-17 Student Representative to the Board. She explained that this year's candidates were Tierra Oliver, a business major, and David Braun, the current student representative to the Board. Ms. Ellis briefly described both candidates' interviews and backgrounds. She indicated that the committee elected to go with a new candidate, Tierra Oliver, in order to let a new student get experience serving the Board. Dean Gilbert shared that she had a few opportunities in mind for David Braun that would continue to develop his leadership skills. Dean Gilbert indicated that she would be sending letters to both candidates and would ask that David help to mentor Tierra. She shared that Tierra will be invited to the May board meeting to observe. Dr. Ricketts moved and Ms. Ellis seconded the motion. The motion unanimously carried.

ADJOURNMENT: Ms. Yarger moved and Dr. Ricketts seconded the motion that the meeting be adjourned. The motion was unanimously approved and Dr. Hubbell declared the meeting adjourned at 5:59 p.m.

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Dr. Susan Hubbell, Chair  
The Board of The Ohio State University at Lima  
March 10, 2016

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Erin Risner, Secretary  
The Board of The Ohio State University at Lima  
March 10, 2016

## Summary of Financial Condition – Period ending February 29, 2016

We are **66.7%** through the year, so all year-to-date percentages should be compared to that number.

### Income

**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

Overall, income is at 75.9% of budget and includes Tuition received for SU'15, AU'15, SP'16 and State Subsidy for six months. Until we reach the point where subsidy was received last year (Mar'15) revenue comparisons will be a bit skewed from last year. The Rhodes State revenue is from FY15 activity that was not anticipated. We are awaiting Cost Share reconciliations for the first two quarters of the year, which should be reflected on the March 2016 report.

### Expenses

Expenses are at 57.5% of budget, and with the exception of Financial Aid (which shows SU'15, AU'15 and SP'16 scholarships), University Overhead (includes Subsidy revenue) and Equipment, are all well under budget. The large variance in the Equipment line is due to a one-time purchase we made for a Bobcat S630 skid steer that will be paid for using the University's "Master Lease" program, where we will get a low-interest loan to pay this off over a four year period. As the year moves forward, expenses will get closer to what are expected, especially in light of the end-of-year transfers for the Business and Social Work programs and the June transfer of faculty salaries for the periods of July and August 2016.

### Summary

Overall, both income and expenses are well within targeted budgets, which is what we expected with the continued implementation of the Forward Plan.

**Budget Summary for  
Lima Campus**

66.7%

**Through February  
2016**

	<b>Budgeted 2016</b>	<b>YTD 2016</b>	<b>Percent Spent</b>	<b>YTD 2015</b>	<b>Percent Change</b>
<b>Sources:</b>					
Fees and Tuition	7,383,452	7,089,177	96.01%	7,283,895	-2.67%
Government Appropriation (SSI)	3,369,681	1,682,026	49.92%	0	N/A
Rhodes State College Cost Share	400,000	118,877	29.72%	75,305	57.86%
Sales and Services	52,900	26,674	50.42%	27,807	-4.07%
Investment Income	0	(554)	N/A	(1,438)	-61.45%
Indirect Cost Recovery	24,200	3,430	14.17%	16,708	-79.47%
Transfers In	121,100	26,470	21.86%	1,251,700	-97.89%
Central Funding (OAA cash)	440,000	0	0.00%	0	N/A
<b>Total Current Sources</b>	<b>11,791,333</b>	<b>8,946,101</b>	<b>75.87%</b>	<b>8,653,977</b>	<b>3.38%</b>
<b>Uses:</b>					
Personnel	7,490,291	4,277,189	57.10%	4,307,944	-0.71%
Benefits	2,434,734	1,381,788	56.75%	1,350,991	2.28%
Severance Payouts	0	4,838	N/A	0	N/A
Vacation/Sick Leave Payouts	0	16,980	N/A	6,149	176.16%
Supplies and Services	678,290	442,508	65.24%	604,736	-26.83%
Student Aid	230,000	223,947	97.37%	229,295	-2.33%
University Overhead	542,595	443,562	81.75%	227,692	94.81%
Cost Containment	28,377	14,189	50.00%	14,189	0.00%
OSU Police	0	0	N/A	0	N/A
Equipment	21,300	77,220	362.53%	20,424	278.08%
Library - Acquisitions	15,000	8,740	58.27%	34,540	-74.70%
Lima IT expenses without Technology upgrade	173,352	2,761	1.59%	34,913	-92.09%
Transfers Out	301,550	(46,700)	-15.49%	(29,100)	60.48%
<b>Total Current Uses</b>	<b>11,915,489</b>	<b>6,847,022</b>	<b>57.46%</b>	<b>6,801,773</b>	<b>0.67%</b>
<b>Structural Surplus (Deficit)</b>	<b>(124,156)</b>	<b>2,099,079</b>	<b>-1690.68%</b>	<b>1,852,204</b>	<b>13.33%</b>