

**RIO GRANDE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES**

OCTOBER 28, 2024

BOB EVANS FARMS HALL, ROOM 216

5:00 P.M.

I. CALL TO ORDER - Mr. Davenport, Chair, called the meeting to order at 5:02pm.

II. ROLL CALL

**Mr. Mick Davenport, Chair - present
Mr. Joshua Smith, Vice Chair - present
Mr. Troy Howdyshell - present
Ms. Mary Lynne Jones - present
Mr. Paul Reed - present
Ms. Kat Rinehart - present
Ms. Taylor Rose - present
Mr. Christian Scott - absent
Mr. Jeff Simmons – present**

Mr. Ryan Smith, President of the University of Rio Grande and Rio Grande Community College was present.

Staff present included: Ms. Rebecca Long, Chief Operating Officer; Dr. David Lawrence, Provost; Ms. Cherokee Ruby, RGCC CFO; Mr. Tom Sutton, Associate Vice President of Administration; Ms. Misty Napier, Director of the McArthur Center; Ms. Tracey Rice, Director of the Pike Center; Mr. Jeremy Heffernan, RGCC Staff Accountant; Ms. Elizabeth Bynum, Fiscal Services Specialist.

III. APPROVAL OF SEPTEMBER 30TH MEETING MINUTES (PP. 5-15)

Mr. Simmons made a motion to approve the September 30th meeting minutes. Trustee Smith seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

IV. CHAIRMAN UPDATE

Mr. Davenport thanked Trustee Smith for coming to the lunch with the Higher Learning Commission (HLC) representatives to talk about the Community College. Mr. Davenport felt it was a very nice meeting and it went well.

The trivia question was, "Who coached the Rio Men's Basketball team to their first ever appearance at the NAIA Final Four?" Ms. Jones answered correctly with, "Mr. Earl Thomas."

V. MCARTHUR CONSTRUCTION (PP. 16-18)

• **CONTRACT BID APPROVAL**

Ms. Long shared how we are seeking approval for a contract for the McArthur Construction Project with Randy Evans Construction out of Jackson who was the lowest bidder. She pointed to page 17 in the agenda and went over the amounts in the formal recommendation from the OFCC (Ohio Facilities Construction Commission).

Mr. Howdysshell joined the meeting at 5:08pm.

Ms. Long explained how including alternates helps to ensure affordability. She went over the two alternates that were selected and the importance of each. One was for the Manufacturing Workshop and the other was for Corridor Wall Protection.

Mr. Reed inquired if Holzer will be located in the same building or in a separate space. Ms. Long explained how they will be in the same building. Ms. Long further explained how Rio will build the building then the partners will lease the space from us. The partners will be Holzer, Vinton County Local Schools, and Ohio Means Jobs. Mr. Reed asked if they know how much the leases will be. Ms. Long described how they were given estimates, but she would have to look them up.

Ms. Long explained how there was an additional alternate bid that was not selected, because the Ohio State University couldn't commit to the space as a partner. The alternate was also a high cost of \$400,000, so they didn't accept it. There will be potential to build onto the building in the future if needed.

Mr. Simmons made a motion to approve the following resolution. Mr. Howdysshell seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 10.28.24 (1)

WHEREAS, Rio Grande Community College had completed the public bid process as required by the Ohio Revised Code to award a public construction contract for the construction of the new McArthur Center, and

WHEREAS, three companies submitted bids on October 24, 2024, prior to 10:00am, and

WHEREAS, Rio Grande Community College will be accepting Alternates 1- Manufacturing Workshop and Alternate 4- Corridor Wall Protection, while not accepting all other

alternates to stay within the budget of the project, and

WHEREAS, Randy Evans Construction was the apparent low bidder with a base bid of \$9,715,000.00 with Alternate 1- Manufacturing Workshop for \$650,000.00 and Alternate 4 -Corridor Wall Protection for \$20,000.00 for a total bid of \$10,385,000.00, and

WHEREAS, we need to include an owner construction contingency of \$680,050.00 for a total cost not to exceed \$11,065,050.00, and

WHEREAS, Randy Evans Construction is eligible to do business with the State of Ohio,

THEREFORE, BE IT RESOLVED, that the Rio Grande Community College Board of Trustees approve the awarding of a construction contract to Randy Evans Construction pending the signature of the Attorney General's Office.

VI. BERRY FINE & PERFORMING ARTS CENTER - ROOF REPLACEMENT PROJECT RESOLUTION (PP. 19-30)

Ms. Long share how the roof of the Fine Arts building is in dire need of replacement and has been a deferred maintenance item for a long time. After the team reviewed the needs they saw this project as an opportunity to use capital funds to replace it. The lowest bidder was Damschroder Roofing and this resolution will allow Ms. Ruby to take the request to the Controlling Board for approval.

Mr. Davenport inquired of the condition and type of roof. Ms. Ruby shared how it has been described as wet newspaper. Ms. Rose read the description in the quote that stated it is a rubber roofing membrane.

President Smith shared how as we are revamping the band program, so the Fine Arts building is going to be in use even more. Trustee Smith inquired of how much the building is able to be used due to the condition. Ms. Long explained it is used a lot. Then she described an occasion where the Symphonic Band had to mop the stage during a rainstorm that happened while they performed. Dr. Lawrence added how there are art classes that take place in that building. Ms. Long explained there are multiple entities that also rent out the building, such as River Valley High School and a dance studio.

Mr. Reed inquired if the Community College or the University owns the building. Ms. Long responded that it is owned by the University.

Trustee Smith inquired of an estimated lead time to complete the replacement. Ms. Long shared how the plan is to have it in place before any spring rain. Ms. Ruby added that with the approval of this resolution she will be able to submit to the Controlling Board for their December 2nd meeting. Once approved it takes 2-3 weeks to get the purchase order in place.

Mr. Reed inquired if this would be covered under the shared use agreement and Ms. Long confirmed it would be.

Mr. Reed made a motion to approve the following resolution. Ms. Rose seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 10.28.24 (2)

WHEREAS, the Berry Fine & Performing Arts Center requires the installation of a new roof, and

WHEREAS, the Rio team has received 3 quotes to determine the most reliable and responsive company.

*WHEREAS, the lowest quote was submitted by **Damschroder Roofing** in the amount of \$202,905.79 with a contingency of \$4,439.63, and*

WHEREAS, Rio Grande Community College will be accepting Alternate #1 to install 1" ISO in the amount of \$7,654.58,

THEREFORE, BE IT RESOLVED that the RGCC Board of Directors approves the allocation of capital funds in an amount not to exceed \$215,000 toward the replacement of the Fine Arts Roof Replacement Project.

VII. REAFFIRMATION OF RIO'S MISSION STATEMENT

Dr. Lawrence shared how annually the HLC likes to see how the mission statement is used on campus. This resolution shows we are actively involved with our mission statement.

Trustee Smith inquired if we use the mission statement in HR review metrics to make sure faculty and staff are meeting expectations. President Smith expressed how HR would tell you we need to do a better job of evaluating. He went on to share we haven't used it in that way, but it is a good thought. Dr. Lawrence add that it is a good idea going forward so that everything aligns with the mission statement. Trustee Smith expressed with all the talent at Rio it would be a systematic approach to reinforce the culture around it.

Mr. Howdysshell made a motion to approve the following resolution. Ms. Rinehart seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 10.28.24 (3)

WHEREAS, the Board of Trustees adopted unanimously on October 17, 2014 the following mission statement for the University of Rio Grande and Rio Grande Community College:

The University of Rio Grande/Rio Grande Community College is America's unique

private/public institution of higher education designed to provide learners the opportunity to attain a high-quality, high-value education. Our personalized, learner-centered environment promotes successful lives, careers, and responsible citizenship.

WHEREAS, a reaffirmation of the mission will occur annually, and

WHEREAS, through reaffirmation, the Board of Trustees, administration, faculty and staff, support the use of the mission statement as the guide for decision making,

NOW, THEREFORE, BE IT RESOLVED, that the Rio Grande Community College Board of Trustees does reaffirm the mission statement of the University of Rio Grande and Rio Grande Community College.

VIII. POWER PROJECT CHANGE ORDERS AND REDIRECTION OF PAY

Mr. Davenport explained they would move this discussion to the end of the meeting to allow for adequate discussion before making a decision.

IX. EFFICIENCY REPORT UPDATE

- **DUE NOVEMBER 15TH**
- **APPROVAL TO SUBMIT WHEN COMPLETE**

Ms. Ruby explained how typically the efficiency report outline is given to us in August, but this year they didn't give it to us until last week. They extended the deadline to November 15th, but we don't have another RGCC Board meeting before that date. Ms. Ruby also explained how it is built with input from the whole team at Rio and it is a compliance report that is required.

Ms. Ruby explained how she would like to get approval to submit the report from the Board at this meeting. Then her plan is to send the draft of the report to the Board members prior to the final submission in case there are changes they want her to make beforehand.

Trustee Smith made a motion to approve the submission of the Efficiency Report by the November 15th due date. Ms. Rose seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

X. CONSTRUCTION UPDATES (PP. 31-33)

Ms. Long pointed to her report on pages 32 and 33. She spoke briefly on just a few of the highlights of her update.

XI. ERP UPDATE – DR. DAVID LAWRENCE (PP. 34-35)

Dr. Lawrence shared how the updates are getting shorter as we work through the

challenges. He pointed to his report included in the agenda and went over just few highlights. He shared how he is very excited about the potential of Power BI in using the new Anthology system, because its purpose is to create reports using the data.

Mr. Reed inquired of the morale on campus, because it is usually difficult on employees to make the change to a new system. Dr. Lawrence shared how it has been a challenge and has been stressful, but everyone has been doing a good job handling it the best they can. He explained how we have had to use two systems, the old and the new to make it work this semester. He went on to express we are still working through issues, but we are moving forward and it should get better. President Smith added how everyone knew it would be a lot of work and they have really stepped up to try to get it done.

Mr. Reed inquired if there was anything the trustees could do for the employees to say thanks for what you have done to get through this challenging transition. Dr. Lawrence shared he had been wondering that same thing, but from the perspective of the institution to the employees. He shared how there has been a lot of hard work and dedication that has gone into this changeover. Dr. Lawrence asked if he could think about it more and come back to them with some ideas.

XII. STAFF REPORTS

● PRESIDENT'S REPORT - MR. RYAN SMITH

President Smith shared there were two items he wanted to share with the Board. The first was about a Rugby match that happened the same weekend as the Bob Evans Farm Festival. Rio was playing against Thomas More, and during the second half of the game a fight broke out. The president wasn't able to be at the game, but he watched a video of what happened. One of our players was tripped and they grabbed his hair. It turned into a complete melee. The wrestling team was down next to the field in the stands and one of the players crossed onto the field to step in and help break it up. Then parents and fans started stepping onto the field as well. USA Rugby gave 3 red cards to Thomas More and they suspended Rio for the remainder of the season. Two of our students went to the hospital. One suffered a broken leg and another one went completely unconscious after being put in a headlock, when he stood up he fainted. Overall, it was a bad event and the ref should have stepped in at one point, but didn't.

Ms. Long shared the importance of training everyone on the aggressive nature of rugby to understand the refs don't always step in right away. Part of the reason the other students stepped in was to help their friends, because the refs weren't breaking it up.

President Smith shared how the second item he wanted to share with the Board was good news. He explained how we have a lot of good momentum in

regards to fundraising and more people wanting to be involved. President Smith recently received a call from Mr. Bruce Knox of VCFOA (Vinton County Foundation of Appalachia). Mr. Knox shared with him about a potential donor, Mr. Jim Mitchell. Mr. Mitchell grew up in McArthur, but hasn't been there in over 50 years. He retired from Ernst and Young and has been very successful with investments. Mr. Mitchell would like to make a large donation to Rio.

President Smith had a conversation with him about the different options for donations. Mr. Mitchell is not interested in donating to building projects. He wants to donate toward educational scholarship opportunities for students. He said it didn't need to be degrees, it could be certificates. Mr. Mitchell would like to donate half a million dollars to create scholarships. He doesn't want it to go to overhead, but some of the money could be used for marketing. Mr. Mitchell wants the money to go to scholarships primarily at McArthur. The president feels that if we handle this right and show the results, there will be more donations given. The gentleman is 83 years old and they discussed naming the scholarship.

President Smith explained how he was also invited to Bristol Village where there were many in attendance that had advanced degrees and believed in education. While he was there a couple approached him and they want to donate \$100,000 for a Pike County scholarship. There is a lot of momentum right now with fundraising.

- **CHIEF OPERATING OFFICER'S REPORT - MS. REBECCA LONG**

Ms. Long shared how we are moving forward on conversations about the Jackson Center using the Appalachian Grant funds. She has been in meetings with Ms. Rinehart's team and they are excited about the possibilities.

Ms. Long also shared about the local robbery that took place last week at the Ohio Valley Bank in Rio Grande. She shared how we were in lockdown for a little over 2 hours. She explained how they are rewriting the campus emergency plan. The lockdown brought to light some good things and some bad. She shared how the new key system for the dorms enabled us to lock down the residence halls immediately, but it also accidentally locked out students. They have a meeting scheduled with both the Rio Campus police and Rio Village police to discuss the changes we need to make going forward if something like this were to happen again.

- **PROVOST'S REPORT – DR. DAVID LAWRENCE (PP. 36-38)**

Dr. Lawrence shared how he has been preparing for the HLC (Higher Learning Commission) visit that took place today. He shared how the HLC reviewers appreciated Rio's hospitality. The reviewers also made mention how they had a good visit with the Rio trustees. They expressed how it was good to see the

trustees engaged with campus and what is going on.

Dr. Lawrence noted how the HLC reviewers were very impressed with Ms. Kelsey Doughman, our Institutional Research Analyst. They suggested a conference for her to attend. Dr. Lawrence also thanked Ms. Annette Ward and Ms. Diane Clark for all of their work in assisting with the HLC visit, it was a team effort. He feels overall the visit went very well.

Dr. Lawrence touched on a couple of highlights from his agenda report and pointed out that the Nursing Program is back on track. The ADN Program earned an 8-year ACEN Accreditation reaffirmation. He gave recognition to all the work the Nursing faculty have done to get it back on track.

- **CHIEF INFORMATION OFFICER REPORT – MR. ALLEN HUDSON**

Mr. Hudson was unable to join the meeting due to illness.

- **DIRECTOR OF COMMUNITY COLLEGE PROGRAMMING & STUDENT SUCCESS CENTER – MS. AMANDA EHMAN (PP. 39-40)**

Ms. Long shared how Ms. Ehman was currently with a faculty member training them on the new system. Ms. Long went over a few things from her report, and let them know she would be happy to answer any questions they may have.

XIII. CREDIT CARDS HOLDERS & LIMITS (PP. 41-42)

House Bill 312 requires a list of active credit cards to be presented quarterly to the political subdivision's legislative authority.

- **There are no updates at this time.**

XIV. 2025 MEETING DATES

- **Current Format: RGCC Board meets at 5pm on the 4th Monday of every month, except May and December.**
 - January 27, 2025
 - February 24, 2025
 - March 24, 2025
 - April 28, 2025
 - May 19, 2025
 - June 23, 2025
 - July 28, 2025
 - August 25, 2025

- September 22, 2025
- October 27, 2025
- November 24, 2025
- December 8, 2025

Mr. Davenport inquired if there would be any issues with the current list of dates. There were no issues mentioned.

XV. OTHER BUSINESS

- ANNUAL ETHICS TRAINING WITH MR. RORY CALLAHAN
 - DECEMBER 9TH BOARD MEETING

XVI. EXECUTIVE SESSION - LEGAL & PUBLIC EMPLOYEE COMPENSATION

A motion was made at 6:06pm by Ms. Jones to enter into executive session to discuss legal matters and public employee compensation. The motion was seconded by Mr. Howdyshell. President Smith, Ms. Long, and Ms. Ruby were invited to join the trustees in executive session.

Executive Session Roll Call Vote:

Mr. Mick Davenport	Yes
Mr. Joshua Smith	Yes
Mr. Troy Howdyshell	Yes
Ms. Mary Lynne Jones	Yes
Mr. Paul Reed	Yes
Ms. Kat Rinehart	Yes
Ms. Taylor Rose	Yes
Mr. Jeff Simmons	Yes

APPROVED

Executive Session ended at 6:27pm.

XVII. POWER PROJECT CHANGE ORDERS AND REDIRECTION OF PAY

Trustee Smith made a motion to approve the following resolution. Mr. Reed seconded the motion. Mr. Davenport called for a voice vote. The motion passed unanimously.

Resolution 10.28.24 (4)

WHEREAS, Rio Grande Community College needs to complete and close out the Power Project at the Meigs Center, and

WHEREAS the largest issue in finalizing the project is the completion of the roof, and

WHEREAS, the roofing company (Carl T Johnson Roofing) has filed a lien against the general contractor (WAI), but will come to the site to complete the work if paid directly from the project owner (RGCC), and

WHEREAS, Rio Grande Community College has sought legal counsel through the Ohio Attorney General's Office, and upon recommendation from that team, is working with the Office of Budget Management to determine the most efficient path towards payment to Carl T. Johnson,

THEREFORE, BE IT RESOLVED that the Rio Grande Community College Board of Trustees authorizes payments to be made to a third party, outside of the general contractor, for amounts not to exceed the approved cost of the project and upon recommendation of the Ohio Attorney General's Office.

XVIII. ADJOURNMENT

There being no further business to discuss, Ms. Jones made a motion and Mr. Howdyshell seconded the motion to adjourn the meeting at 6:29pm. Mr. Davenport called for a voice vote. The motion to adjourn was passed unanimously.



Mr. Mick Davenport, Chair



Ms. Cherokee Ruby, Chief Financial Officer