

**Ohio Chief Academic Officers**  
**Meeting Minutes**  
**Thursday, February 9, 2006**  
Columbus State Community College  
Columbus, Ohio

The February meeting was a joint meeting with the Ohio Student Services Officers.

Chief Academic Officers Attendance:

Becki Kurtz, Belmont Technical College  
Brenda Lohri-Posey, Belmont Technical College  
Andy Runyan, Clark State Community College  
Phil Lootens, Edison Community College  
Judy Maxson, Hocking College  
James Baber, Jefferson Community College  
Fred Law, Lakeland Community College  
Karen Wells, Lorain County Community College  
Dennis Budkowski, Marion Technical College  
Therese Bushner, North Central State College  
Tom Stuckey, Northwest State Community College  
Paul Unger, Owens Community College  
Barbara Hatfield, Rio Grande Community College  
Bob Casto, James A. Rhodes State College  
Sue Merrell, Sinclair Community College  
Sherry Stout, Southern State Community College  
Lawrence Cox, Stark State College of Technology  
Kathy McCabe, Terra Community College  
Mark Nutter, Washington State Community College  
Robin Menschenfreund, Zane State College

Because this was a joint meeting of the two groups and to allow for time for the HEI training session there was no business meeting for the Chief Academic Officers during the February meeting.

Guests: Joe Bodine, Stephanie Van Meter, of the Ohio Attorney General's Office;

The Attorney General's policy workshop is scheduled for Thursday April 20th. There will be no cost to the colleges for this workshop and institutions can send groups of up to four people. Each group is requested to bring a laptop, easel with pad, a dictionary and a thesaurus. It will be held in Columbus at Memorial Hall on Broad Street.

Two major policies will be covered at this meeting:

- Code of student conduct

- Due process for implementing discipline

These are primarily student issues but faculty and staff issues would apply as well. There will be a component on plagiarism included in the session.

Joe requested that institutions forward a copy of their current student conduct and discipline policies to him in advance of the workshop. That should include grievance processes at the institution. Joe and Stephanie conducted a survey/test of those present to identify the groups impressions and knowledge of legal implications of the two subjects identified. That information will be used at the workshop.

John Fallon and Tom Beery of Rhodes State presented on mandatory versus self placement for developmental versus college level writing courses. Rhodes State has shifted to self placement in writing using a process where they inform students of expectations and have them place themselves in developmental or college writing courses accordingly.

Andy Runyan presented a training session on conducting queries on the data within the Regent's HEI system. Participants used their own accounts to access the system and conduct a number of queries on the student and course data within the system. Microsoft Excel and the use of pivot tables to summarize data from the HEI system was also demonstrated and practiced within the system.