



BOARD OF TRUSTEES REGULAR MEETING

Minutes
April 20, 2023

The Clark State College Board of Trustees met in regular session in the Sara T. Landess Technology and Learning Center Boardroom with the majority of guests attending virtually via Zoom on Thursday, April 20, 2023. Board Chair David Ball presided and called the meeting to order at 6:12 p.m.

Roll Call

Present in Person: Andy Bell, Kyle Hall, Becka Rowland-Buckley, Board Chair David Ball, Vice Chair Sharon Evans, and President Jo Alice Blondin

Present Virtually: Mike McDorman, Peggy Noonan, and Ben Vollrath*

Excused: Maurice McDonald

Others Present in Person: Dr. Adrienne Forgette, Vice President of Academic Affairs; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Tamika McQuay, Student*; Toni Overholser, Vice President of Advancement; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Elecia Spain*, Assistant Dean, Access and Retention Services; Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects

Others Present Virtually: Dan Ayars, Director of Facilities, Operations and Maintenance; Kierre Brown, Instructor, Business and Applied Technologies/SOAR Participant; Christian Foster, Student Senator; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Natalie Johnson, Associate Dean, Regional Locations; Nicole Johnson, Director of Advising; Dr. Dawayne Kirkman, Vice President of Student Affairs; Senti Longkumer, Assistant Dean, Arts and Sciences; Naomi Louis, Dean, Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Director of Institutional Research; Dr. Adam Parrillo, Dean of Business and Applied Technologies; Elecia Spain, Assistant Dean, Access and Retention Services; Amy Sues, Dean, Institutional Effectiveness, Planning, Assessment, and Accreditation; William Weekley, Commercial Transportation Training Center Training and Test Center Manager/Staff Senate President; and Mia Yaniko, Education Section Chief, Ohio Attorney General's Office

Recognition of Guests

Chair Ball welcomed guests and asked members of the media to identify themselves.

Public Comment

There were no public comments.

Conflicts of Interest

Chair Ball reported that he has conflicts two the Employee Health Insurance Renewal and Instructional Faculty Contract Renewal action items, so he will abstain from those votes and ask Vice Chair Evans to call for those votes.

Student Success Story

Elecia Spain, Assistant Dean of Access and Retention Services, introduced Registered Nursing (RN) student Tamika McQuay. Ms. McQuay reported that she began the nursing program at Sinclair in 2014 but missed passing a class by three questions on a test and subsequently decided that their program was not a good fit for her. After seeing a Clark State commercial, she enrolled in STNA and Microbiology classes in Spring 2020, and then COVID hit. Ms. McQuay indicated that she failed the Science portion of her first TEAS test for the Nursing Program, but she got an email from Dr. Travis Binkley encouraging her to continue and take a TEAS practice exam. With encouragement from her mom and husband, she re-took the TEAS test in April 2021 and passed the Science portion but failed the English portion and received notification that she did not get into the program. She consulted with Dr. Binkley, and knowing that was an error, he got everything corrected and within 20 minutes, she received a congratulatory letter on her acceptance into the program. During the first test in her first class, someone dropped something, and she was so distracted, she did not perform well on it. After seeking help from Accessibility Services, she received an accommodation to take her exams in a quiet area and started performing better. Ms. McQuay shared that health issues have not made her journey easy. She was diagnosed with Multiple Sclerosis in 2009 and was diagnosed with lupus during the program; she noted that RN Instructor Brandi Brown sat with her while she cried upon receiving the diagnosis. She commented that the support she has received here has been amazing, including Nina Wiley's help with her Phi Theta Kappa involvement. Ms. McQuay indicated that she has an infusion job working with cancer patients, and she is a walking testimony that the journey to success may have been delayed, but it was never denied. She noted that she is excited to become a Clark State graduate on May 13th.

Trustees congratulated Ms. McQuay, wished her well in the future, and thanked her for sharing her story.

*Ms. McQuay, Ms. Spain, and Trustee Vollrath exited the meeting at 6:22 p.m.

Approval of Minutes

Chair Ball asked for a motion to approve the minutes of the Regular Board Meeting held on March 21, 2023. Trustee Bell made a motion to approve the minutes as written; Vice Chair Evans seconded, and the motion passed unanimously.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met on Tuesday, April 11, 2023, at 8:00 a.m. in the Sara T. Landess Technology and Learning Center Boardroom, as well as virtually via Zoom. Those present included: Andy Bell, Committee Chair; Dave Ball, Board Chair; Board members Sharon Evans and Becka Rowland-Buckley; Dr. Blondin, President; Dr. Matt Franz, Senior Vice President, Technology, Safety and Strategic Initiatives; Dr. Adrienne Forgette, Vice President, Academic Affairs; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Dr. Dawayne Kirkman, Vice President, Student Affairs; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Kathy Nelson, Controller; and Susan Kelly, Recorder. Agenda items included:

- Call to Order
- Roll Call
- Approval of March 14, 2023, Meeting Minutes
- Quarterly Financial Report
- Quarterly Greene Center/REACH/Ohio Hi-Point/PAC/HBC Financials

- Quarterly HEERF Funds Update
- FY24 Budget Assumptions Update
- HEALTH Consortium: Renewal Update
- Capital and Community Projects Update
- Fire Station/GISA Expansion/Rhodes Hall Phase IV
- Legislative Update
- Employee Health Insurance Renewal
- Open Discussion/Other Business
- Next Meeting – May 9, 2023 – 8:00 a.m., Sara T. Landess Technology and Learning Center Boardroom/virtually via Zoom

Executive Vice President Schantz reported that the College reviewed three bids yesterday for the Rhodes Hall Phase IV project and selected Brumbaugh Construction Company out of Arcanum, whose bid came in under our estimate. We are currently working through the Controlling Board process, and the project will commence shortly after graduation. It was noted that the bids came from companies in Dayton, Arcanum and Columbus.

Quarterly Financial Reports

The Revenue/Expenditure report, along with the Balance Sheet, Statement of Reserve Activity and the Statement of Restricted Income and Charges, were distributed to Trustees prior to the meeting. The following was noted:

Revenue

State Share of Instruction (SSI) – The FY 2023 budget is based on course completion (50%), success points (25%) and completion milestones (25%).

Student Fees revenue represents Fall and Spring semester activity through March 31 and is lagging in comparison to what was budgeted for the academic year. The Office of Enrollment/Admission is taking a multi-pronged approach to implementing strategies in an attempt to have a favorable impact on Summer enrollment.

Workforce Non-Credit Training revenue is currently below budget but anticipated to gain some traction as the year progresses, but not fully recover.

Performing Arts Center (PAC) ticket revenue is currently below budget but we expect ticket sales to increase as we get closer to show dates. HBC/PAC Rental revenue is currently surpassing budget.

Total revenue is up \$112,300 (.5%) from the previous fiscal year.

Expenditures

Most general fund expense categories as well as expenditures by object code categories are tracking favorably with budget.

Total expenses are down \$721,000 (3.3%) over last year and serve as an offset to the reduced revenue. Occupancy and Communication expenses are higher this time of year due to early spending for maintenance contracts, IT software and contracts, and insurance. By function, these affect General Expenses, and Operation/Maintenance of Plant.

Auxiliary Enterprises

Bookstore – Revenue is lagging but expenses are below budget for this time of year. In an effort to

promote efficiencies and better financial outcomes that reflect good stewardship of our resources, the Greene Center bookstore was folded into the Leffel Lane operations during winter break.

Commercial Transportation Training Center – Revenue is up and expenses are down, showing a net surplus. More traction has been gained in revenue since the pandemic after opening a new testing site and renewed support from the State for student loans/grants for the program.

Parking – Expenses are trending above budget at this time due to some early paving projects initiated at the beginning of this fiscal year.

Food Service – In addition to the new partnership with Fresh Abilities at the Eagles Nest, food service at Clark State is supplemented by expanded vending options provided by Sheehan Brothers Vending. All revenue in the Food Service budget is provided by a cooperative commission agreement with Sheehan Brothers Vending.

Balance Sheet

Total current funds have increased by \$671,000 (3.3%) compared to the third quarter of FY 2022. This increase is a result of changes in Receivables and Cash due to timing of draws for restricted funds.

Total Investment in Plant fund balance has increased \$4.6 million (9.3%) due to an increase in capital assets from last fiscal year. Construction in Progress in particular has increased due to the continued work on HVAC upgrades across the campus with HEERF funding.

Restricted Statement

The restricted budgets along with the grantor stipulations were approved by Trustees at the September 2022 Board Meeting.

Any grants where the expended/encumbered amount exceeds the received amount are because funding is on a reimbursement basis. Many programs require quarterly billings, which will go out during the month after quarter end. The student financial aid Pell grants are drawn monthly.

A description of all of these programs were distributed to Trustees prior to the meeting.

Statement of Reserve Activity

Total ending balance for the quarter was \$10,376,460. The primary activity involved the campus master plan and deferred maintenance, equipment purchases at the PAC and HBC, Achieving the Dream, and expenses for executive search for the Vice President for Academic Affairs position.

Greene Center/REACH Center/Ohio Hi-Point/Hollenbeck Bayley Center/Performing Arts Center Quarterly Financials

The Greene Center, REACH and Ohio Hi-Point reports were originally created to show the revenue and expenses related to their respective location. Most expenses are tracked separately, but the revenue is not. Reports reflect financials through March 31, 2023.

Revenue:

Budget for State Share of Instruction, in conjunction with Student Tuition, for each location has been calculated based on needed credit hours for each location to cover expenses for fiscal year 2023. The Greene Center is calculated at 8.3% of the overall disbursement. REACH is calculated at 0.8% of the overall disbursement. Ohio Hi-Point is calculated at 0.9% of the overall disbursement.

Budget for Student Tuition, in conjunction with State Share of Instruction, is computed using needed enrollment for fiscal year 2023. Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$170.33 per credit hour. Classes continue to be largely online at these locations and actual credit hours reflect mostly face to face courses. Each location is being monitored for transition to more face to face courses and program mix.

Expenditures:

Expenditures were rolled-up to match categories currently used for financial reporting.

Performing Arts Center and Hollenbeck Bayley Center

In an effort to raise awareness on the financial operations of the Performing Arts Center (PAC) and the Hollenbeck Bayley Conference Center (HBC), quarterly financial reports will be provided to the Finance and Facilities Committee of the Board. In addition, the leadership team at the PAC/HBC has implemented a multi-year plan to better align program revenue with operating expenses. Progress on that endeavor will be reflected in the quarterly reports.

Board of Trustees Committee Revision

At the March Board of Trustees' meeting, a change in the focus and work of the Government and Community Relations Committee was discussed. The changes discussed were:

- Committee Name Change to the Advocacy, Student Success, and Programs Committee
- Committee Charge: To develop Board and institutional strategies that focus on increasing enrollment and retention in existing Clark State programs, identify workforce trends that impact academic and training programs, recommend new academic and training program opportunities to the President and Vice President of Academic Affairs, and advocate for Clark State students and programs at the federal and state levels.

At the March Board meeting, a possible bylaws' change was also discussed; however, the renaming and refocusing of this Committee does not require a bylaws' change as committees of the Board are not listed in the bylaws. After consultation with Chair Ball, it was determined that the only action needed would be a change to the Board Committees list, which includes the committee names, chairs and membership of each committee. The Committees list, along with the bylaws, were distributed to Trustees prior to the meeting for reference. It was noted that Dr. Forgette will be added to the Committee, and the sessions Dr. Blondin and Chair Ball attended at the Association of Governing Boards conference confirmed that this is the direction we need to go in, and this will be a good change for us.

Higher Education Trends and Achieving the Dream

Dr. Blondin delivered a presentation regarding higher education trends and distributed it to Trustees prior to the meeting, along with a letter from the Achieving the Dream Coaches regarding their reflections of their visit to Clark State in March and the 2023 Trends document issued by the Higher Learning Commission. Trend topics covered in the presentation included:

- Student Mental Health
- Diversity, Equity, Inclusion and Belonging
- The Changing Landscape of Credentials
- Finance
- Teaching and Learning

- Transfer Roadblocks
- Leadership
- Outcomes
- The Value of Higher Education
- Online Program Managers
- Consumer Awareness
- Innovation
- Partnerships, Mergers, Affiliations, and Acquisition
- Workforce Needs
- The Shrinking Focus on the Liberal Arts
- Broken Traditions
- Career Placement: Shortcomings and Opportunities
- Evolving Workforce Practices and Challenges

Mellanie Toles is to send a list of the trends to Trustees so they can rank them in order of importance.

Trend Analysis – State Share of Instruction (SSI) Funding Distribution

Clark State’s Trend Analysis Report for FY23 was distributed to Trustees prior to the meeting. The following paragraphs detail the changes in funding by SSI Component for Clark State for FY22 to FY23, as well as the five-year change from FY19 to FY23. Clark State is also compared to the overall system changes during the same time periods.

Overall, Clark State increased funding by 6.5% since FY 2020, compared to the system increase of 2.8% over the same period. Over the five-year period, Clark State has seen funding increases in the areas of course completions, success points, and completion milestones and has outperformed the system average.

Since FY20, Clark State has increased total SSI funding by nearly one million, and from FY22 to FY23 SSI funding increased by \$133,243. For FY22, the biggest dollar increase was from Course Completions.

As we have discussed, our FTE has gone down, but we have maintained an increase in our SSI money awarded. While our course completion rate did go down a little bit, it did not have a massive impact on our SSI money. We are pleased that we continued to increase in our English course completions. We are also up in degrees awarded, and continue to increase in our transfer points. But we have much work to do...and we will. A Clark State team had a very productive conversation during the Student Success Leadership Institute Clark State Team Time on Friday, February 24. We are planning two follow-up sessions to review and respond to the Success Data—specifically as it relates to our College’s Strategic Plan, Strategic Enrollment Management Plan, Achieving the Dream framework, and other high-level priorities.

Technology, Safety and Strategic Initiatives Update

Technology

- Our network engineering team has recently completed additional architecture enabling both production and backup services to be distributed throughout our various physical locations. The bulk of our services continue to be a mix of on-premise hosted services along with cloud solutions. Those services that are hosted by Clark State, we are implementing a mix of locations primarily between the

TLC and our disaster recovery location in Columbus. Additionally, now that major campus locations each have multiple logical paths to the internet, we are better able to reroute traffic when there are bandwidth or congestion issues, ensuring little to no discernable impact to operations.

- IT recently partnered with the Cybersecurity and Infrastructure Security Agency (CISA), which is a department within Homeland Security to begin conducting regular scans of our external networks. This is another proactive step in a multi-layered approach to maintaining a secure network. The landscape continues to change in the area of cybersecurity and the threats continue to grow. As we adapt, we do so with new software, processes, and partnerships.
- We are continuously assessing the department to ensure we have the right infrastructure, software, and personnel to efficiently address an ever-growing demand on technology. As learning experiences evolve, a more significant dependence on technology aspect grows too. A constant discussion item internally is balancing the work with the resources and priorities making sure student success is at the forefront.

Safety

- To date, we have had over 100 full- and part-time faculty and staff participate in Active Shooter training. We are beginning to incorporate safety and risk awareness training into the new hire process to ensure that all current and future Clark State employees have an opportunity to hear about the many different safety plans and procedures we have in place.
- We continue to seek new grant opportunities to expand our ability to train, notify, and respond to emergency situations. It is a consistent need, but we are actively fostering strong relationships with local, regional, and federal first responders to make sure we are prepared for unknown situations.

Strategic Initiatives

The entire SPARC team is very much looking forward to the College-Wide Strategic Planning Day on Friday, April 21st. The day starts with breakfast at 7:30 a.m., and the agenda includes updates from the President, the current SPARC and Achieving the Dream (ATD) co-chairs, a highly engaging and impactful presentation by Joseph Oteng, and several opportunities for feedback and reflection by all trustees, faculty and staff in attendance.

Marketing, Diversity, and Community Impact Updates

- Marketing:
 - The quarterly report was distributed to Trustees prior to the meeting.
 - Summer and Fall campaigns are in progress.
 - Preparing for commencement 2023
- Diversity:
 - Hosting a Disability Awareness Education session April 27th
 - Participating in the Spring Fling Graduation fair to connect with students
 - Supporting Sexual Assault and Autism Awareness activities
- Workforce and Business Solutions:
 - We received another round of Commercial Truck Driver Student Aid in the amount of \$139,167. This includes Class A and B.
 - Recently signed MOUs with Infinity Labs and McGregor Metal to offer incumbent training.
 - Challenges include acquiring talented trainers during typical business hours; referrals from Trustees would be greatly appreciated, particularly in the areas of diversity and supervisory training. Mellanie Toles will send a list of these needs to the Board.

- Performing Arts Center (PAC) and Hollenbeck Bayley Creative Arts and Conference Center (HBC):
 - The Theatre Art Program will presents *Clybourne Park* April 14th-16th and 21st-23rd.
 - The HBC hosted the Epsilon Pi Tau induction April 5th.
 - The HBC hosted the Wright State University Boonshoft School of Medicine Ball on April 7th.
 - The Ohio Association of Community Colleges Leadership Academy facilitated a day two-session on April 18th and 19th.
 - The Springfield Arts Council will host *Elvis, Elvis, Elvis a Tribute to the King* on April 22nd.
 - The Springfield Symphony Orchestra will present *Carmina Burana* on April 29th.

Foundation Update

- Clark State is working with the Strategic Ohio Council for Higher Education as a Department of Defense (DOD) SkillBridge partner. The DOD SkillBridge program provides an opportunity for service members to gain valuable civilian work experience during the last 180 days of service. This program will expose a diverse group of professionals to the Clark State mission and culture. Our first participant will begin on May 1st. We look forward to introducing you to Lt. Col. Williams during the May Board meeting.
- Taylor Bugglin has been recognized by the Dayton Business Journal as a Forty Under 40 award recipient. Taylor has been an incredible asset in her role as Grants Development Manager securing over \$18 million for the College in her tenure. We are excited about her well-deserved recognition.
- The Scholars Program will be participating in King's Island's Educational Days in April and May. All Scholars in good standing will have an opportunity to visit King's Island and participate in STEAM (Science, Technology, Engineering, Arts, and Math) activities throughout the park.
- The Scholars program is accepting applications for mentors to support these students throughout high school and prepare them for college. One of the most impactful things we can do to support the youth in our community is to become involved as a mentor. We currently have over 300 first-generation, low-income students involved in the Clark State Scholars high-school program. The majority of our students are in the Springfield school district. Currently, less than 40 mentors are enrolled and tasked with meeting their needs. Additional information is available on the College's website at <https://www.clarkstate.edu/academics/youth-outreach-programs/clark-state-scholars-program/>.
- College for Kids and Teens registration is now open. Clark State is offering a wide array of programming options for students entering K-12 grades. We are excited to offer many new programs including aerospace, history of Springfield, drone soccer, and crime scene investigation camps. To view a full list of camps and our schedule please visit https://slate.clarkstate.edu/portal/adv_college_kids_teens.
- Project Jericho Open Studio and Studio Vibes continue to meet every Monday afternoon and evening. Two different groups, one of high schoolers and one of middle schoolers, gather in the PJ studio every week to create student-led art projects. The sessions also intentionally include mental health check-ins, mindfulness activities, and Open Studio also has a mental health professional attend and contribute to each session. These two groups will continue creating art until a culminating art show on Monday, May 8. These two programs meet a total of 30 times each throughout the school year and are supported in part by a grant from the Community Health Foundation.
- After working extremely hard for four years, Kristi Limes, Project Jericho Success Coordinator, will be graduating from Ohio State University in early May with her Masters of Social Work. Kristi has completed more than 700 hours of field work under the leadership of Clark State's own Melinda VanNoord in Counseling Services. We are excited to celebrate this accomplishment.

Action Items

The following items were presented for Board approval:

Personnel Recommendations – Exempt/Non-Exempt Employees

In accordance with established hiring procedures and after approval by President Blondin, the following recommendations for exempt and non-exempt employees are being presented to the Board of Trustees for formal approval:

New Hires:

- Rosina Matthies, Tech Prep Coordinator, Student Affairs, effective 6/5/23
- Laura Reisinger-Jenkins, Administrative Support, Arts and Sciences/Business and Applied Technologies, effective 3/20/23
- Brady Oder, Career Services Specialist, Student Affairs, effective 4/10/23

Personnel Changes:

- Kahlil Scott, from Admissions Specialist, Student Affairs, to Academic Advisor, Student Affairs, effective 4/5/23
- Nazarae Butler from Academic Advisor, Student Affairs, to Director, Athletics and Student Life, effective 4/3/23

Retirements/Resignations/Departures:

- Phyllis Shropshire, Financial Aid Specialist, Student Affairs, effective 3/29/23

Open/Advertised Positions:

- Academic Advisor, Student Affairs
- Admissions Specialist, Student Affairs
- Assistant Dean, Business and Applied Technologies, Academic Affairs
- Director, Financial Aid, Student Affairs
- Director, Nursing Programs, Health, Human and Public Services
- Financial Aid Specialist, Student Affairs

Impact on students and/or student learning: All staff positions are vital to students by ensuring the efficient operation of all areas of the College.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2022-2023 budget.

It was requested that the Board of Trustees approve the personnel recommendations as presented.

Personnel Recommendations for Instructional Faculty

In accordance with established hiring procedures and after approval by President Blondin, the following recommendations for instructional faculty are being presented to the Board of Trustees for formal approval:

New Hires:

- Ciara Bobbitt, Instructional Faculty, Addiction and Integrated Treatment Studies, Health, Human and Public Services

Personnel Changes:

- Kierre Brown, from Instructor, Business and Applied Technologies to Assistant Dean, Business and Applied Technologies, effective 5/15/23

- Alycia Combs, from Associate Professor, Health, Human and Public Services to Interim Director of Nursing, Health, Human and Public Services

Open/Advertised Positions:

- Instructional Faculty – Biology, Academic Affairs
- Instructional Faculty – Computer Software Development, Business and Applied Technologies
- Instructional Faculty – English, Academic Affairs
- Instructional Faculty – Practical Nursing, Academic Affairs
- Instructional Faculty – Registered Nursing, Academic Affairs (three positions)

Impact on students and/or student learning: All Instructor positions are vital to students and student learning by providing the necessary instruction and support in the various disciplines.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2022-2023 budget.

It was requested that the Board of Trustees approve the personnel recommendations as presented.

Trustee Hall made a motion to approve the personnel recommendations for exempt and non-exempt employees and instructional faculty as presented; Trustee Rowland-Buckley seconded, and the motion passed unanimously via a roll call vote.

Employee Health Insurance Renewal

As part of Clark State’s compensation/benefit package, the College provides health insurance to eligible employees. In an effort to maximize and leverage a more balanced approach to annual premium increases, Clark State joined the HORAN Higher Education Action Liaison Targeting Healthcare (HEALTH) consortium in 2020. HEALTH is a health benefits consortium designed to meet the needs of Ohio public colleges and universities. HORAN formed the HEALTH consortium to bring together a group of Ohio public colleges to represent their collective size and like-mindedness in a manner that promotes short and long-term stability for all participating members as it relates to absorbing fluctuations in claims that impact premium renewal rates. Current participating members include: Clark State College, Cincinnati State, Edison State, Shawnee State, and Southern State.

Based upon the current health insurance renewal process for FY24, the increase to Clark State’s annual premium base will be 13.3% (\$3,329,587 to \$3,772,423).

	Adjusted Loss Ratio	Final JHP Approved w/ARORx	3-Year Health Average
Cincinnati State	77%	8.2%	5.8%
Clark State	104%	13.3%	9.1%
Edison State	66%	-4.2%	1.8%
Shawnee State	68%	6.6%	4.4%
Southern State	96%	12.2%	4.6%
Total HEALTH	80%	7.7%	5.8%

The recommendation to the Board is that the College absorb the first 6% (~\$190K) of the 13.3% premium base increase in the FY24 operating budget.

Impact on students and/or student learning: The cost of these benefits shall not adversely impact funding allocated to instruction, academic support, and student service departments.

Implications for budget, personnel, or other resources: The expense associated with Clark State absorbing the first 6% of the premium base increase will be reflected in the FY24 budget that is presented to the Board for approval in June.

It was requested that the Board of Trustees approve the recommendation to absorb the first 6% of the 13.3% health insurance premium base increase in the FY24 operating budget.

Vice Chair Evans asked for a motion to approve the recommendation to absorb the first 6% of the 13.3% health insurance premium base increase in the FY24 operating budget. Trustee Bell made the motion, and Trustee Hall seconded. It passed unanimously 7-0 via a roll call vote. (Chair Ball abstained.)

Instructional Faculty Contract Renewals

The College renews contracts for Instructional Faculty each Spring. Instructional Faculty contracts are offered as one-, two, three-, or five-year contracts. Present Board policy states: *Upon the completion of four years of service to the College under single-year contracts, faculty members may be nominated by their school’s administrator for a multiple-year contract. Upon the completion of two two-year contracts, faculty members may be offered a three-year contract. Subsequent contracts may be offered for one, two, or three years as recommended by the President and approved by the Board of Trustees. Faculty that holds the rank of Professor may be granted a five-year contract if specific circumstances are met. Some of those circumstances may include: recommendation from the academic dean, review of previous end of year reports, and review of evaluations.*

<p>Contract terms are recommended by the appropriate College Deans based on the College evaluation system, instructional needs, and other performance measures to the Vice President of Academic Affairs who recommends as appropriate to the President.</p> <p>RECOMMENDATIONS FOR CONTRACT RENEWALS INSTRUCTIONAL FACULTY</p> <p>AUGUST 2023-2024</p>			
Name	Year Employed	Contract Eligibility	Contract Recommendation
Adams, Jessica	2017	2 Year	2 Year
McDowell-Arnold, Wendi	2022	1 Year	1 Year
Ball, Pamela	2009	3 Year	3 Year
Ball, Megan	2023	1 Year	1 Year
Bancroft, Kristen	2019	2 Year	2 Year
Bin-Tarik, Farhan	2022	1 Year	1 Year
Brown, Brandi	2019	1 Year	1 Year
Burr, Carin	2005	5 Year	5 Year
Cass, Katherine	2020	1 Year	1 Year
Center, Becky	2022	1 Year	1 Year
Cochran, Katrina	2017	2 Year	2 Year
Cogdill, Michael	2020	1 Year	1 Year
Combs, Alycia	2022	1 Year	1 Year
Coomes, Brittany	2022	1 Year	1 Year
Davison, Avery	2019	2 Year	2 Year
Dawson, Scott	2012	3 Year	3 Year
Derr, Robert	2019	2 Year	2 Year
Edwards, Emily	2021	1 Year	1 Year

Name	Year Employed	Contract Eligibility	Contract Recommendation
Fetter, Lori	2021	1 Year	1 Year
Filicko, Therese	2012	5 Year	5 Year
Fisher, Garrett	2020	1 Year	1 Year
Gagliano, Wendy	2009	5 Year	5 Year
Gorbunova, Tatiana	2021	1 Year	1 Year
Harris, Kathy	2018	2 Year	2 Year
Hawke, Jennifer	2018	1 Year	1 Year
Hess, Stuart	2023	1 Year	1 Year
Hollinger, Cody	2020	1 Year	1 Year
Horne, Alexandria	2020	1 Year	1 Year
Huskey, Paige	2008	5 Year	5 Year
Klint, Matthew	2022	1 Year	1 Year
Knoble, Tom	2022	1 Year	1 Year
Lander, Michael	2017	2 Year	2 Year
Lauricella, Theresa	2006	5 Year	5 Year
Matt, Dana	2009	3 Year	3 Year
Miller, Angela	2019	2 Year	2 Year
Miller, Carol	2017	2 Year	2 Year
Miller, Nicole	2020	2 Year	2 Year
Nicewaner, Sarah	2021	1 Year	1 Year
Olajide, Patience	2020	1 Year	1 Year
Parker, Tabitha	2019	2 Year	2 Year
Parrett, Blake	2018	2 Year	2 Year
Platfoot, Megan	2021	1 Year	1 Year
Powell, Ruthanna	2021	1 Year	1 Year
Purtee, Erica	2022	1 Year	1 Year
Reese, Angela	2018	2 Year	2 Year
Richard, Jason	2021	1 Year	1 Year
Schmall, Nicholas	2020	1 Year	1 Year
Sheehan, Lisa	2020	1 Year	1 Year
Shore, Ashley	2022	1 Year	1 Year
Slavens, Jesse	2020	1 Year	1 Year
Thatcher, Dianne	2021	1 Year	1 Year
Vaughn Pamela	2015	2 Year	2 Year
Watt, Tammy	1999	5 Year	5 Year
Welty, Daniel	2021	1 Year	1 Year
Whitt, Karalen	2019	2 Year	2 Year
Van Overstraeten, Alisa	2021	1 Year	1 Year
Ward, Brielle	2019	1 Year	1 Year

Impact on students and/or student learning: Faculty are the College's direct link with students. They are the purveyors of instruction and the primary providers of support for learning. Renewal of faculty contracts is critical to teaching and learning and allows a process for ensuring quality of instruction.

Implications for budget, personnel, or other resources: The proposed 2023-2024 budget will include funds for the re-employment of these faculty, as well as faculty already under contract.

It was requested that the Board of Trustees approve the personnel actions presented on the above Contract Renewal Recommendations for Instructional Faculty.

Vice Chair Evans asked for a motion to approve the personnel actions presented on the Contract Renewal Recommendations for Instructional Faculty. Trustee McDorman made the motion, and Trustee Rowland-Buckley seconded. The motion passed 7-0 via a roll call vote. (Chair Ball abstained.)

Bachelor Degree, Associate Degree, and Certificate Authorization

For the past few months, students who have or will meet all of the institutional qualifications for graduation for Fall 2022, Spring 2023, and Summer 2023 have been identified by the Records and Registration Office. The figures below represent the candidates who are eligible, at this point, for confirming of Bachelor Degrees/Associate Degrees/Certificates for the May 2023 Commencement.

Degree Type	Number Awarded
Bachelor of Applied Science	1
Associate of Arts Transfer	51
Associate of Science Transfer	112
Associate of Applied Business	91
Associate of Applied Science	214
Associate of Technical Studies	4
TOTAL Degrees	473
Certificates	54

Honors	Bachelor Degrees	Associate Degrees	Certificates
4.0 GPA	0	35	1
3.5+ GPA	0	125	5

Diversity	Total	Female	Male
Bachelor Degrees	1	0	1
Asian	0	0	0
Amer Ind/Alaska Native	0	0	0
Black/African-American	0	0	0
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	0	0	0
Unknown	0	0	0
2+ Races	1	0	1
NonReg Alien/Foreign	0	0	0

Diversity	Total	Female	Male
Associate Degrees	472	340	132
Asian	6	3	3
Amer Ind/Alaska Native	2	1	1
Black/African-American	55	47	8
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	366	257	109
Unknown	9	8	1
2+ Races	33	23	10
NonReg Alien/Foreign	1	1	0

Diversity	Total	Female	Male
Certificates	54	51	3
Asian	0	0	0
Amer Ind/Alaska Native	0	0	0
Black/African-American	19	18	1
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	30	28	2
Unknown	1	1	0
2+ Races	4	4	0
NonReg Alien/Foreign	0	0	0

Impact on students and/or student learning: Graduation and the awarding of degrees and certificates are the most visible (although not the exclusive) measure of our students' success. These credentials provide increased opportunities for academic transfer and employment. As a result of this success, students are better prepared to support the economic development of our community as well as their personal goals and aspirations.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees move to authorize President Blondin to confer the appropriate degree/certificate for all Bachelor Degree, Associate Degree and Certificate candidates who have or will meet all of the institutional qualifications for graduation.

Trustee Rowland-Buckley made a motion to authorize President Blondin to confer the appropriate degree/certificate for all Bachelor Degree, Associate Degree and Certificate candidates who have or will meet all of the institutional qualifications for graduation. Trustee Hall seconded, and the motion passed unanimously via a roll call vote.

Report of the President

President Blondin deferred to the Student and Staff Senates for updates.

Student Senator Christian Foster reported that a meeting for student leaders was held on April 7th, and Nazarae Butler was introduced as the new Athletic Director of Athletics and Student Engagement. He noted that College Care Days will be held the first week in May during Finals week; Student Senate is

working with Student Services to offer a variety of fun de-stressing activities, including free snacks and counseling services. Student Senators are working with Breion Hawkins with Culture Fest 2023, during which information, food and dances from different cultures will be shared.

Staff Senate President William Weekley stated that Senators are continuing to focus on raising awareness regarding Staff Senate, getting Staff Assemblies off the ground again after COVID, and fundraising to allow them to help staff who may need assistance.

Dr. Blondin indicated that Faculty Senate President Jessica Adams is currently away with students at the Phi Theta Kappa conference in Columbus, and reported that the Faculty Development Committee worked with the Center for Teaching and Learning (CTL) to develop a recommendation for improving the default left-hand navigation menu in Blackboard course shells as well as develop a "Best Practices" checklist, based on Quality Matters guidance, to be used when developing and designing Blackboard course shells for all courses. Faculty Senate appreciates the CTL for their partnership on these items and Dr. Blondin for her support of PTK Catalyst and the fellowship it allows.

Dr. Blondin reported the following:

- It has been a very active time with area legislators recently. Thank-you notes and emails have been sent thanking them for their support of community colleges in the State budget. She provided a brief overview of where the budget process stands now, noting that it should be a really good budget for us. She encouraged Trustees to thank any legislators they happen to see for their support.
- She had the pleasure of attending the Springfield Ohio Air National Guard Base's Community Day today.
- Copies of the book *Broken: How Our Social Systems are Failing Us* by Dr. Paul J. LeBlanc was distributed to Trustees.
- She, Chair Ball, and Mellanie Toles attended the Association of Governing Boards (AGB) National Conference on Trusteeship in early April; they found it extremely helpful for framing and benchmarking what we do, and it seemed more strategic in nature than sessions they have attended at other conferences. One idea taken from was to have the Reports of the Board Chair and President at the front end of the meeting rather than the end. She also noted that similar to how Vice President Jones asked the Board for trainer recommendations, she would like all reports to be more forward thinking and strategic in nature to make use of the knowledge and skill sets of our Trustees and create more opportunity for discussion. She felt that many conversations she had there offered a fresh perspective, and she and Ms. Toles attended a very helpful session on succession planning and Presidential searches; the lessons learned by other institutions were particularly helpful. AGB seems to have more expertise in terms of Board mechanics and logistics than other organizations.

Report of the Board Chair

Chair Ball agreed that he found the AGB conference very beneficial, noting that it confirmed a lot of things we are already doing and that changing the former Government/Community Relations Committee to have more of a strategic/academic focus is the right decision. He mentioned that the AGB Strategic Advisory Council members travel around to colleges and include a wide variety of participants, including Senators/Senate Appropriations Committee members and individuals from world-class colleges, and it was very interesting to hear from them. Chair Ball also confirmed that we will switch up the format/order of Board meetings beginning with the May meeting.

Trustees' Open Forum

Vice Chair Evans commented that she attended the Theatre Arts program's performance of *Clybourne Park*, and it was very well done. She said the play really makes you think and is reminiscent of *A Raisin in the Sun*. She noted that additional performances will be held in the Turner Studio Theatre Friday and Saturday.

Executive Session – Legal Actions and President's Contract

Trustee Hall made a motion to enter Executive Session to discuss the legal actions and the President's contract. Trustee Rowland-Buckley seconded, and the motion passed 8-0 by a roll call vote. Executive Session commenced at 7:15 p.m.

Trustee McDorman made a motion to exit Executive Session and return to Regular Session at 7:56 p.m. Vice Chair Evans seconded, and the motion passed unanimously.

Adjournment

Vice Chair Evans made a motion to adjourn the meeting, and Trustee McDorman seconded. The motion passed unanimously, and the meeting adjourned at 7:57 p.m.