

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes November 20, 2012

The Clark State Community College Board of Trustees met in regular session in the Boardroom of the Sara T. Landess Technology and Learning Center on Tuesday, November 20, 2012. Chairman Andy Bell presided and called the meeting to order at 6:20 p.m.

Roll Call: Present: Jim Doyle, Sharon Evans, Peggy Noonan, Brad Phillips, Élise Spriggs, Heather Tiefenthaler, Vice Chair Heather Corbin, Chairman Andy Bell, and President Rafinski

Excused: Bill Mercurio

Others Present: Cynthia Applin, Director of Institutional Research and Planning; Jane Cape, Dean of Business and Applied Technologies; Martha Crawmer, Dean of Arts and Sciences; Julia Daniels, Administrative Assistant for Health, Human and Public Services/Staff Senator; Dixie Depew, Controller; David Devier, Vice President of Academic and Student Affairs; Duane Hodge, Director of Workforce Development, Sales and Outreach; Joe Jackson, Vice President for Business Affairs; Pat Jacobs, Manager of Administrative Systems; Dee Malcuit, Associate Professor, Arts and Sciences/Faculty Senate President; Marvin Nephew, Director of Human Resources; Cindra Phillips, Manager of Online Learning and Instructional Resources/Staff Senator; Stu Sector, Executive Director of the Performing Arts Center; and Mellanie Toles, Assistant to the President

Recognition of Guests

Chairman Bell welcomed the guests, and they introduced themselves.

Public Comment

There were no public comments.

Approval of Minutes

Chairman Bell asked for a motion to approve the minutes of the Regular Board Meeting held on October 16, 2012. Trustee Evans made a motion to approve the minutes as presented; Vice Chair Corbin seconded, and the motion passed unanimously.

Presentation

David Devier, Vice President of Academic and Student Affairs, delivered a presentation regarding the Higher Learning Commission's (HLC's) New Pathway for Reaffirmation of Accreditation. He indicated that in September 2012, the Commission began a three-year transition from the PEAQ Pathway to two new

pathway options – Standard and Open. This will basically require all colleges to participate in a continuous improvement process.

Both the Standard and Open Pathways feature/require:

- A 10-year cycle;
- A focus on both assurance and improvement;
- Assurance Reviews in years 4 and 10 of the cycle;
- Use of the HLC Electronic Assurance System;
- Annual filing of the Institutional Update;
- Annual monitoring of financial and non-financial indicators;
- Adherence to Commission policies and practices on institutional change; and
- Use of the HLC online Assurance System to load and link evidentiary materials to their Assurance Argument.

The Open Pathway, which administration is recommending, requires designation of one major improvement effort the institution has undertaken as its Quality Initiative for reaffirmation of accreditation. This initiative takes place between years 5 and 9 of the 10-year cycle. This pathway seeks to achieve the following goals:

- To enhance institutional value by opening the improvement aspect of accreditation;
- To reduce the reporting burden on institutions by utilizing as much information/data as possible from existing institutional processes and collecting them electronically in real time;
- To enhance rigor by checking institutional data annually and conducting Assurance Review twice in the 10-year cycle; and
- To integrate as much as possible all HLC processes and HLC requests for data into the reaffirmation of accreditation cycle.

Clark State has been selected to participate in the Open Pathway but must accept the invitation by December 2012. The College's recommendation to accept the invitation has been vetted by the various College constituencies and supported.

A brief question-and-answer period followed the presentation. It was noted that once the College chooses a pathway, it cannot be changed. It was also noted that this new pathway would require work on an ongoing, continual basis instead of the huge undertaking, which took a lot of staff time over a two-year period, every eight years.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met Tuesday, November 6, 2012, at noon in TLC Boardroom. Present were Committee Chair Heather Corbin; Committee members Jim Doyle, Peggy Noonan and Brad Phillips; Board Chair Andy Bell; President Karen Rafinski; Vice President Joe Jackson; and Vice President David Devier. Guests present included John McKinnon, Nicole Cottrell, and Brad Billet from the audit team of Clark Schaefer Hackett & Co.; Dixie Depew, Controller; and Kathy Klay, Financial Aid Director.

Agenda items included:

- Audit Exit Conference with Clark Schaefer Hackett & Co.
- Reserves
- Real Estate Acquisition
- Student Success Center Project
- Next Meeting

Minutes of the meeting have been distributed to all Trustees. The next Committee meeting is tentatively scheduled for April 9, 2013, at 12 noon.

Performing Arts Center Endowment Report

The Foundation agreed to invest the Performing Arts Center (PAC) Endowment funds that were transferred from the College as a restrictive endowment fund known as the Clark State Performing Arts Center Endowment Fund. Eligible investments are spelled out in the agreement. The income generated from these funds must be used for the purpose of operating, programming and maintaining the PAC. The Foundation agreed to issue quarterly reports to the Clark State Board of Trustees regarding the status of the investment of the funds. Following is a recap at 9/30/12:

Investment @ Cost	\$1,267,243
Interest Earnings	\$814,838
Commonfund Management Fees	\$(48,476)
Foundation Management Fees	\$(95,045)
Transfer to College for Hollenbeck-Bayley Center	\$(220,000)
Market Gain/(Loss)	\$227,832
Balance 9/30/12	\$1,946,392

Quarterly (Jul-Sep) Rate of Return	2.71%
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Barclays Aggregate Bond Index (Jul-Sep Quarter)	1.59%
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September Return	0.69%
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Barclays Aggregate Bond Index (September)	0.14%
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The Foundation Board approved transferring these funds into the High Quality Bond Fund at their June 2003 meeting. In August 2006, the Foundation Board approved assessing management fees to endowment accounts it manages. This figure (\$95,045) represents the 1.25% fee for six fiscal years (FY 2007 – FY 2012). Marc Bernhardt from The Commonfund met with the Foundation Finance/Investment Committee on September 20, 2012, to review fund performance, asset allocation, spending policy, and provide a market forecast.

Human Resources Update

Promotion:

Exempt:

- Natalie Johnson, from Admissions Specialist-Greene Center, (1.0 FTE), to Academic Affairs Coordinator-Greene Center, (1.0 FTE), effective October 22, 2012

Transfer:

Exempt:

- Caroline Cary-Devine, from Development Associate, (1.0 FTE) to At-Risk Student Advisor, (1.0 FTE) effective October 29, 2012

Retirement:

Instructional Faculty:

- Professor Sandra Horn, Health, Human and Public Services Division, effective June 1, 2013

Open/Advertised Positions/Searches/Interviews:

Exempt:

- Enrollment Specialist-Greene Center, (1.0 FTE)

Graduation Activities December 2012

Below is a listing of the graduation activities scheduled this year:

Saturday, December 15, 2012

8:30 a.m.	Green Room – PAC	Continental breakfast for distinguished guests
9:45 a.m.	Green Room – PAC	Guests robe and line up for processional
10:00 a.m.	Kuss Auditorium	Graduation

Graduation Highlights:

Commencement Speaker:	Steve Sidlo, Foundation Chairperson
Student Speaker(s):	Lauren Hutchins
Music:	Springfield Symphony Brass Quintet
Vocalist:	Tiffany Coutts
Nomenclator:	Deb Peairs

Division	Marshall
Business and Applied Technologies	Pam Ball
Health, Human, and Public Services	Bridget Ingram
Arts and Sciences	Chris Bays

Liaison Reports

Clark State Foundation/Circle of Friends

- The Foundation fund balance as of August 16, 2012, is \$12.5 million.
- The Foundation Finance/Audit/Investment Committee met with Commonfund to review our portfolio performance. We will begin meeting with them twice a year until the economy stabilizes.
- The Foundation matched this year's Title III allocation of \$80,000 for an endowment focused on student retention. We are in year 3 of 5, so the endowment is now \$480,000.
- The new class of 40 eighth grade Champion City Scholars has been selected. The induction ceremony will be November 6.
- The Foundation has received a bonus check of \$11,000 from Scholarship American for the Dreamkeepers program.
- The Circle of Friends gala on October 13 was a lovely event; feedback has been very positive.

Council of Governments

- Center enrollment is at 80% of capacity. Staffing levels are adequate at this time. Ongoing efforts are being made to increase enrollment.
- The Center is gearing up for its annual Step Up to Quality reapproval visit.
- Center staff members are excited about the upcoming Holiday in the City event slated for Saturday, November 24, as they are in charge of the children's crafts. They typically serve approximately 750 children each year.

Action Items

The following item was presented for Board approval:

Personnel Recommendations ~ Exempt Employees

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

Promotions:

- *Natalie Johnson*, from Admissions Specialist-Greene Center, (1.0 FTE), to Academic Affairs Coordinator-Greene Center, (1.0 FTE), effective October 22, 2012

Transfers:

- *Caroline Cary-Devine*, from Development Associate, (1.0 FTE) to At-Risk Student Advisor, (1.0 FTE) effective October 29, 2012

Impact on students and/or student learning:

- Academic Affairs Coordinator-Greene Center has a direct impact on students receiving services from our Greene Center location.
- At-Risk Student Advisor has a direct impact on select students receiving services from our Student Support Services unit.

Implications for budget, personnel, or other resources: Funding for all positions is in the 2012-2013 budget.

It was requested that the Board of Trustees move to accept the personnel recommendations as indicated.

Personnel Recommendation ~ Instructional Faculty

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

Retirements:

- *Professor Sandra Horn*, Health, Human and Public Services Division, effective June 1, 2013

Impact on students and/or student learning: No impact on students at this time, due to June 1, 2013, retirement effective date.

Implications for budget, personnel, or other resources: No impact on budget as this position is already built into the 2012-2013 budget.

It was requested that the Board of Trustees move to accept the personnel recommendation as indicated.

Hiring, Recruitment, and Selection Policy Revisions

The Board of Trustees approved our first employee hiring policy during the June 2012 Board meeting under the name of the Employee Recruitment, Selection, and Hiring Policy. Over the ensuing months, there have been numerous revisions to the policy including its name, which is now the Hiring, Recruitment, and Selection Policy. The new language reflects who we are as an organization today and our commitment to who we want to be tomorrow. Due to the number of revisions, I recommend rescinding the policy that was approved in June 2012 and replacing it with the following Hiring, Recruitment, and Selection Policy:

- A. Clark State Community College seeks to attract, find, and select highly talented individuals who align with the mission, goals, vision and values of The College who possess the required competencies, fit the organization's culture, and who integrate smoothly and productively into The College. The above shall be fulfilled within the context of following statement of nondiscrimination and commitment to diversity:
 1. **Statement of Nondiscrimination:** The College shall practice non discrimination in recruitment, selection, hiring, retention, or conditions of employment; that is, all procedures and all actions in these areas shall be conducted on the basis of ability, training, and experience, without regard to race, color, creed, religion, national origin, ancestry, sex, (including pregnancy and gender identity), marital status, child-bearing status, age, disability, veteran status, sexual orientation, family medical history or genetic information.
 2. **Commitment to Diversity:** The College is committed to employing administrators, faculty, and staff members who are dedicated to student success. The College recognizes that diversity in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. Clark State is committed to hiring and staff development processes that support both equal opportunity and diversity, and provide equal consideration for all candidates as required in federal and state law.
- B. This policy applies to the following groups:
 1. Faculty
 2. Exempt Employees
 3. Non-Exempt Employees
 4. Emergency Employees
 5. Other Employees
 6. Applicants for employment
- C. This policy shall be administered as set forth in the associated procedures established by the president or his/her designee. Any false statement, misrepresentation or significant omission on the application form or resume submitted by the applicant may be cause for immediate dismissal from The College.
- D. The director of human resources has the responsibility of developing, implementing, and maintaining the Hiring, Recruitment, and Selection Policy and Procedures.

Effective: December 1, 2012

Procedures have been revised and updated to ensure effective implementation of this policy. They are now written as a general overall procedure with separate sets of guidance addressing the process for each employee category.

Impact on students and/or student learning: This policy reinforces our commitment to nondiscrimination and diversity in all hiring and employment actions.

Implications for budget, personnel, or other resources: No impact on budget.

It was requested that the Board of Trustees move to rescind the current Employee Recruitment, Selection and Hiring Policy and replace it with the proposed Hiring, Recruitment and Selection Policy effective December 1, 2012.

2011 – 2012 Audited Annual Financial Report

The audit report for the College and the Foundation was submitted to the Auditor of State for review on October 15, 2012. Until this review is complete and the Auditor of State has certified the report with the Clerk of the Bureau, the report is not considered to be public information.

At the October 16, 2012, Board meeting, a high level summary of the report was presented. An exit interview was held with the Board Finance and Facilities Committee on November 6, 2012. Following is an excerpt of the minutes of that discussion:

- Unqualified (clean) opinion
- Schedule of expenditures of federal awards (page 42) totaling \$36 million
- Notes to the schedule of expenditures of federal awards (page 43)
- Report on internal control (page 44) – No deficiencies in internal control over financial reporting were identified.
- Report on compliance and other matters (page 46) – The College complied with all requirements.
- Schedule of findings/questioned costs (page 48) – None noted

There was no management letter with recommendations. The audit team commented that this was very unusual for an organization of this size and complimented the work of the staff that resulted in this excellent report.

A discussion was held regarding accounts receivable and allowance for bad debts. The Committee requested to receive an accounts receivable aging schedule.

A graph showing financial ratios and composite score over the past 10 years was distributed. The composite score of 3.9 (on a scale of 5.0) remained the same as FY 2011.

The Committee recommends that the full Board accept the audit report subject to Auditor of State Certification.

Impact on students and/or student learning: There is no direct impact as a result of this audit engagement. However, the prudent and efficient use of assets does have a resulting positive effect on student learning in the way of providing adequate state-of-the-art equipment and facilities as well as retaining qualified

professional faculty and staff. Clean audits also reflect positively on the reputation of the College, which is beneficial during fundraising campaigns and issuance of debt (Moody's ratings).

Implications for budget, personnel, or other resources: The total cost of the audit was \$46,000. The portion attributable to the College (\$39,675) is included in the current year operating budget. The portion attributable to the Foundation (\$6,325) is included in the Foundation's operating budget.

It was requested that the Board of Trustees accept the FY 2011-2012 audit report subject to Auditor of State Certification.

Annual Planned Allocation for Use of Reserve Funds

The Financial Condition policy of the Policies and Governance document establishes a target for reserve funds of 15% of the current operating budget. As of June 30, 2012, College Reserves are 32.3% of the 2012-2013 Educational and General Budget. Following is the proposed annual allocation plan for reserve funds in compliance with the Financial Planning/Budgeting section of this document. Please note that taking action on this plan does not authorize these expenditures.

	PLANNED ALLOCATION
UNAPPROPRIATED RESERVES	<u>869,110.00</u>
APPROPRIATED RESERVES	
ADA Modifications	75,000.00
Campus Master Plan Implementation	250,000.00
Equipment - Instructional	250,000.00
Equipment - Non-Instructional	150,000.00
Equipment - PAC/HBC	200,000.00
Facilities Planning	100,000.00
Fiscal Contingency Planning	750,000.00
Land Acquisition/Demolition	250,000.00
Legal/Audit Contingencies	150,000.00
New Certificate and Degree Programs	250,000.00
Repair/Replacement Projects	
<i>Parking Lot/Sidewalk Improvements</i>	200,000.00
<i>Facilities Repair/Replacement</i>	300,000.00
<i>Vehicle Replacement</i>	100,000.00
<i>Water/Sewer Infrastructure Projects</i>	100,000.00
<i>PAC Interior Renovation</i>	15,000.00

Self Funded Dental Benefit	201,227.00
Service District Outreach	100,000.00
Severance	200,000.00
Strategic Plan for Energy Management Implementation	1,000,000.00
Strategic Plan Projects	500,000.00
Student Assistance (Dreamkeepers)	75,000.00
Student Success Center	2,000,000.00
Technology Replacement	500,000.00
Unemployment Compensation	115,000.00
SUBTOTAL APPROPRIATED RESERVES	<u>7,831,227.00</u>
TOTAL RESERVES	<u><u>8,700,337.00</u></u>

15% requirement = \$4,035,000

Several items that were included in last year's Plan have been completed and removed, including technology and equipment for the HBC and construction of the tactical training tower. Other projects were significantly completed during last fiscal year, but final payments are being made from the current fiscal year, including water/sewer infrastructure, PAC interior renovation and service district outreach. The Student Success Center project has been added. The programming phase of this project will soon be complete, and it appears that additional funding is needed to include the renovation of the lower level of the LRC in the project. We are working closely with the architectural team to fine-tune project scope and budget.

This plan was presented to the Board Finance and Facilities Committee at its November 6, 2012, meeting. The Committee recommends approval to the full Board.

Impact on students and/or student learning: The projects listed under Appropriated Reserves are initiatives that are not funded in the annual operating budget due to the fact that they are expenditures for capital or nonrecurring items.

Implications for budget, personnel, or other resources: None. Reserve funds are separate and distinct from operating funds.

It was requested that the Board of Trustees approve the annual allocation plan for the reserve funds as presented. Actual expenditure of appropriated amounts for these initiatives will require Board action in accordance with the College's Purchasing Policy.

College Calendar Revision 2013-2014

Since the Board's adoption of the College calendars for 2012-2013 and 2013-2014, the College has looked at the various calendars for semesters at Wright State and several two-year colleges. Since we have so many "fail safe" transfer agreements with Wright State and the new Gateway Program, it is important that

our calendars align. The revised proposal, which was distributed to Trustees at the meeting, is for the 2013-2014 semester calendar, including the summers of 2013 and 2014. (Copies of the calendar are available in the office of the Vice President of Academic and Student Affairs and on the college website.)

The revised proposal was provided for review by the entire campus community and was discussed by appropriate groups, including Faculty and Staff as well as the Academic and Administrative Councils.

Impact on students and/or student learning: This academic calendar provides the framework for supporting courses and instruction for the continued transition to semesters and provides better alignment with our partner institutions.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopt the revised 2013-2014 calendar as presented.

Higher Learning Commission Pathway Approval

Beginning in September 2012, the Higher Learning Commission (HLC) began a three-year transition from the PEAQ Pathway to two new Pathway Options—Standard and Open. The Commission has invited Clark State to participate in the Open Pathway Option. Factors in determining participation in the Open Pathway as determined by the Commission include:

- Has been accredited for at least 10 years
- Has not undergone a change of control, structure, or organization within the last 2 years
- Has not been under Commission sanction or related actions within the last 5 years
- Does not have a history of external Commission monitoring
- Has not been undergoing dynamic change
- Has not raised significant Commission concerns about circumstances or developments at the institution

Under the Open Pathway, Clark State would still follow a ten-year cycle and in Year 4 and 10 would have Assurance Reviews focusing on assurance and improvement. Based on the timing of the College's next reaffirmation, the process is phased in as follows:

- Year 4 – Assurance Review Waived
- Years 2013-2018 – College to contribute documents to the Evidence File
- Years 2013-2016 – Quality Initiative Proposal filed and reviewed
- Years 2015-2018 – Quality Initiative Report filed and reviewed – becomes part of Assurance Review
- Year 2018-2019, Assurance Filing (Assurance Argument and Evidence File) and Federal Compliance Requirements submitted; Assurance Review and Comprehensive Evaluation (with visit); Action taken on reaffirmation

Impact on students and/or student learning: The transition to the HLC Open pathway will ensure the College's continued accreditation process.

Implications for budget, personnel, or other resources: The College will apply all necessary resources to support the Open Pathway process including human resources and support to ensure success with the accreditation pathway and related quality assurance and improvements.

It was requested that the Board of Trustees adopt the Open Pathway Option for our continued accreditation process with the Higher Learning Commission.

Associate Degree and Certificate Authorization

For the past few months, students have been petitioning to graduate at the Fall 2012 Commencement. The Records Office has checked each of these records, and the faculty have certified that the students have met all requirements for graduation from their respective divisions. Graduates at the Fall 2012 Commencement are in the following areas:

Degree Type	Number Awarded
Associate of Arts Transfer	9
Associate of Science Transfer	8
Associate of Applied Business	28
Associate of Applied Science	21
Associate of Technical Studies	2
TOTAL	68
Certificates	8

Honors	Associate Degrees	Certificates
4.0 GPA	1	0
3.5+ GPA	19	1

Diversity	Total	Female	Male
Associate Degrees	68	38	30
African-American	6	4	2
Asian	1	0	1
American Indian	0	0	0
Hispanic	2	0	2
Caucasian	57	32	25
Unknown	2	2	0

Diversity	Total	Female	Male
Certificates	8	7	1
African-American	1	1	0
Asian	0	0	0
American Indian	0	0	0
Hispanic	0	0	0
Caucasian	7	6	1
Unknown	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 Rafinski to confer the appropriate degree/certificate for all Associate Degree and Certificate candidates who have met all of the institutional qualifications for graduation.

Rental Rate Increase for the PAC and HBC

The Performing Arts Center (PAC) last increased its rental rates and associated costs in 2008. In order to keep up with increases in various costs, it is time to do so again.

Costs have been compared to other venues our size (most notably the Midland Theatre in Newark, Ohio), and we remain a bargain for our users. These increases are consistent with what should be fair based upon the five years since the last increase.

Increases to the Hollenbeck Bayley Creative Arts and Conference Center (HBC) rental rates are suggested in the perspective of one year of experience and in comparison to the price comparison we have done with other venues. The proposed increases are within the range of competitiveness for our region and reflect our superior facility offering (e.g., technology).

(Copies of the rental rates are available in the office of the Executive Director of the Performing Arts Center and Conference Services.)

Impact on students and/or student learning: None

Implications for budget, personnel, or other resources: The PAC increases will help us to offset increases in associated costs for personnel, utilities, etc. There are looming repair and replacement costs that need to have some assistance in offsetting those future expenses. The HBC increases will keep us competitive and help to offset the deficit incurred in the first year of operation.

It was requested that the Board of Trustees approve the proposed increases in PAC rental rates and associated costs and the proposed increases in the HBC rental rates.

Trustee Spriggs made a motion to accept the personnel recommendation as indicated. Trustee Corbin seconded, and the motion passed unanimously.

Report of the President

President Rafinski reported the following:

- The Ohio Association of Community Colleges (OACC) has announced an OACC Governing Board Meeting requiring the President and the voting delegate from the Board to attend. It will be held prior to the Presidents' Meeting on Friday, December 14, with the following schedule:
10:00 – 11:30 a.m. Governing Board Meeting
11:30 a.m. – 12:30 p.m. Presidents/Trustees Joint Luncheon
12:30 – 2:00 p.m. Presidents' Meeting
- Yesterday, Neil Clark reviewed the election results and their implications for leadership positions in the 130th General Assembly. The financial condition of the state is improving; Neil indicated that there could be a \$700 million to \$1 billion state surplus by the end of the fiscal year 2014. The biggest news is that recommendations for our new funding formula have been completed; Dr. Gee met with the Governor yesterday afternoon to share results. For community colleges, the recommendation is to fund on 50% access, 25% on success points, and 25% on course completion. It is a temporary formula for the first year of the biennium with the idea it would be refined over the coming year. If the governor's office agrees, this would be the introduced version of the Governor's budget to the Legislature for consideration in February. By law, the state has to adopt a two-year budget by June 30, 2013. The

lame duck session is unlikely to deal with any controversial issues; however, the Bank tax reform is likely to move.

- OACC will again host a legislative breakfast for our attendees at the Association of Community College Trustees National Legislative Summit in February. We are responsible for setting up meetings with our House delegation.
- The Global Impact STEM Academy (GISA) Governing Board met yesterday and confirmed contracts with the Franklin County ESC for approximately \$48,000 for an initial year (FY13). The primary responsibility would be the acquiring of operating dollars from various partners as promised at inception. Remaining open is a deficit of about \$500,000 that must be raised locally first to gain the Ohio Facilities Commission share. Those capital dollars are to renovate 70,000 square feet of the Springfield South High School, which will be leased by the GISA for a Fall 2013 start.
- The College is moving ahead according to its strategic plan by securing a consultant that will repeat the student done approximately five years ago on the Greene Center location and market awareness. It will be interesting to see if we have built awareness of the Center over our four years of operations. This is essential to keep the Center growing and to serve more students from that area.
- A new report out by the National Student Clearinghouse Research Center examines pathways that students take toward college completion. The “new and improved” data indicates that America is doing better on college completion than had previously been revealed. The results:
 - Within six years, 12% of first-time students completed a degree or certificate at an institution other than the one where they started, raising the overall completion rate from 42 to 54%.
 - More than one in five students who completed a degree did so at an institution other than the one where they started – students whose successful outcomes are invisible to traditional graduation rate calculations.
 - Out of the full starting cohort, 3.5% received a degree within six years in a state different from where they started, representing 6.5% of all completions.
 - Overall, 15% of two-year starters completed a degree at a four-year institution within six years, and nearly two-thirds of those did so without first obtaining a two-year degree.
 - Gains from completions elsewhere were greater for traditional-age students (age 24 or younger at first entry) than for older students (over age 24 at first entry).
 - Older students who enrolled exclusively part-time actually had a higher completion rate than traditional-age part-time students.

Report of the Board Chair

Chairman Bell reminded Trustees about the following upcoming events and encouraged them to attend:

- Fall Commencement – Saturday, December 15, 2012, 10:00 a.m.
- Norwegian Christmas Event (Springfield) – Wednesday, December 11, 2012, 4:30 – 6:30 p.m.
- Norwegian Christmas Event (Greene County) – Wednesday, December 18, 2012, 4:30 – 6:30 p.m.
- Recognition dinner for Trustee Emeriti Faye Flack and Les Smithers – Wednesday, December 5, 2012, 6:00 p.m.

Trustees’ Open Forum

Trustee Doyle provided an update on the presidential search, indicating that the position has been advertised, and the full presidential profile is posted on the Academic Search website. Applications are open until January 11, 2013. The search team is functioning very well, and Jackie Woods is doing an excellent job. From the feedback he is receiving, we are off to a good start. Chairman Bell thanked him for his excellent efforts heading up the team.

Trustee Spriggs inquired whether an individual has contacted the College regarding his interest in starting an equine program. President Rafinski reported that she and Chairman Bell have met with a gentleman about this; apparently, the Equine Center is seeking to diversify, and they have secured Ohio State

University to conduct a feasibility study, which should be completed in 30-45 days. It was noted that this could potentially fit in nicely with the STEM school.

Adjournment

Trustee Corbin made a motion to adjourn the meeting, and Trustee Noonan seconded. The motion passed unanimously, and the meeting adjourned at 6:55 p.m.