

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes
May 20, 2014

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, May 20, 2014. Chairman Jim Doyle presided and called the meeting to order at 6:15 p.m.

Roll Call: Present: Andy Bell, Heather Corbin, Sharon Evans, Mike McDorman, Brad Phillips, Pam Strickler, Vice Chair Peggy Noonan, Chairman Jim Doyle, and President Jo Alice Blondin

Others Present: Rebecca Albers, Education Section Chief, Ohio Attorney General's Office; Darryl Bower, Springfield News-Sun; Ed Busher, Dean of Student Support Services; Jane Cape, Dean of Business and Applied Technologies; Kris Culp, Vice President of Advancement; Julia Daniels, Administrative Assistant, Health, Human and Public Services; Dixie Depew, Controller; Jennifer Dietsch, Director of Marketing; Theresa Felder, Vice President of Student Affairs and Greene Center Operations; Ron Gordon, Director of Student Services, Greene Center/Staff Senate President; Joseph Jackson, Vice President for Business Affairs; Jim Miller, Assistant Attorney General, Education Section, State of Ohio; Marvin Nephew, Director of Human Resources; Amit Singh, Vice President of Academic Affairs; Mellanie Toles, Assistant to the President; Kathy Wilcox, Dean of Health, Human and Public Services; and Nina Wiley, Dean, Enrollment Services

Recognition of Guests

President Blondin welcomed the guests and asked them to introduce themselves. Assistant Attorney General Jim Miller was introduced as the College's newly appointed legal counsel.

Public Comment

There were no public comments.

Approval of Minutes

Chairman Doyle asked for a motion to approve the minutes of the Regular Board Meeting held on April 15, 2014. Trustee Evans made a motion to approve the minutes as presented; Trustee Corbin seconded, and the motion passed unanimously.

Presentation

Joe Jackson, Vice President for Business Affairs, delivered a PowerPoint presentation detailing the 2014-2015 Budget, noting that a new budgeting process was implemented this year. A broad-based budget advisory council, including faculty and staff representation across the College, was convened and began meeting in February to provide input in formulation of the budget.

Vice President Jackson shared information regarding the State biennial budget (Amended Substitute House Bill 59), indicating that this is the second year of the biennium, and the State Share of Instruction (SSI) funding formula was redesigned to put more emphasis on performance and completion. In FY 2014, 50% of SSI is based on enrollment, 25% on course completion, and 25% on success points; in FY 2015, 50% is tied to course completion, 25% on success points, and 25% on completion metrics. It was noted that tuition increases of \$100 are permitted for community colleges in each year of the biennium.

General Fund Revenue Budget is based upon the following assumptions:

- SSI using student success measures projections based on a three-year average (FY12, FY13, FY14) updated as of April 2014;
- Credit enrollment of 112,786 credit hours (2.5% increase from FY14 actual enrollment);
- A 2.4% tuition increase (\$100.00/year);
- A 36% decrease in non-credit revenue from the FY14 budget;
- A 7.5% increase in Business and Industry Training revenue from the FY14 budget;
- Management Services and Miscellaneous revenue flat compared to FY14;
- A 14.8% decrease in Interest and a 20% decrease in Performing Arts Center revenue compared to FY14;
- A 20% increase in Rental Revenue; and
- Other adjustments based on current year projections through June 30.

The proposed revenue budgets for our auxiliary (self-sustaining) enterprises were reviewed as follows: Bookstore, reflecting a 10.5% increase; Commercial Transportation Training Center, a 3.5% decrease; Parking, a 6.3% decrease; and Food Service Subsidy, a 10% increase.

The General Fund Expenditure Budget takes the following planning initiatives into consideration:

- faculty personnel changes, totaling a net 2.0 FTE increase (the addition of one Math and one HVAC faculty positions);
- staff personnel changes, totaling a 5.0 FTE increase (1.75 FTE in new positions – Assistant Dean, Arts and Sciences .5 FTE; Assistant Dean, Business and Applied Technologies 1.0 FTE; and Co-Op Coordinator .25 FTE college match and 3.25 FTE in positions changed from Title III grant funding to General Fund – At-Risk Advisor, Director, Counselor .50 FTE, and Accessibility Specialist .75 FTE);
- funding for the Student Success Center, IT/Facilities/Vehicles repair/replacement cycle, capital equipment, marketing/branding/PAC website projects, Human Resources software, community outreach, student success initiatives, the new Precision Agriculture program, and a \$375,000 increase in student scholarships;
- 6% potential increase budgeted for health insurance premiums;
- a potential 2% pay raise for faculty and staff; and
- the establishment of a 3.3% Contingency budget.

Vice President Jackson noted that the budget is balanced at this time, and the Board will be asked to officially approve it this evening.

A brief question-and-answer session followed the presentation.

Financial Statements through April 2014

Financial statements reflecting revenues and expenses for the General Fund and each of the Auxiliary Enterprises through April 30, 2014, were distributed to Trustees prior to the meeting. Several General Fund revenue items show a negative variance to budget while expense items are all tracking favorably with budget. Following are areas where we continue to closely monitor progress versus budget:

- State Share of Instruction (SSI) – The FY 2014 budget is based on enrollment, success points and course completion numbers that were projected for FY 2013 (and were an average of FY 2011, FY 2012 and FY 2013). These numbers were certified by the Ohio Board of Regents in November. The revised projection for SSI for FY 2014 is \$10.8 million.
- Student Fees – Fall enrollment was projected to increase 2%. Actual enrollment shows we are flat, which has a negative budget impact of \$130,000. Spring enrollment was also projected to increase 2% but preliminary numbers reflect that enrollment is down 3.6% from last Spring, which has a negative budget impact of \$390,000. Several of the other student fee revenue accounts (i.e. lab fees and out-of-state fees) are exceeding budget, which results in a \$319,000 negative variance to budget. Summer 2014 student fee revenue will be reflected in this fiscal year.
- Lease receipts are tracking favorably with budget because the revenue generated by leasing College facilities to the Global Impact STEM Academy and Assurant were unbudgeted.
- Revenue generated by Business and Industry Training picked up in April as did revenue generated for non-credit (Continuing Education) revenue for Water Mitigation classes.
- Total revenue is up \$964,000 (3.8%) from the previous fiscal year. Note – Accounting for student fee revenue for Summer term changed compared to last fiscal year.
- Expenditures for Instruction – Expenses decreased \$796,000 (7.8%). Full-time faculty salaries and adjunct faculty salaries for Summer 2013 are now reflected in the previous fiscal year (\$841,000).
- Student Services – Expenses increased \$461,000 (29.7%) primarily due to reclassifying the Greene Center budget (expenses totaled \$393,000) from General Administration.
- General Administration – Expenses decreased \$316,000 (18.7%). This decrease is primarily the result of reclassifying the Greene Center budget to Student Services.
- Public Service – Expenses increased \$138,000 (10.9%). Adjunct faculty salary/benefits for B&I and Non-Credit Continuing Education have increased. Also, fees paid to PAC performers are up and Hollenbeck Bayley Conference Center building maintenance expenses are up.
- Total expenses are down \$391,000 (1.8%) primarily due to the change in accounting for Summer 2013 instructional salaries/benefits for full time faculty and adjunct faculty.
- Bookstore, Parking and Commercial Transportation Training Center Auxiliary Enterprises are all showing net surpluses.
- The Food Service operation loss has decreased 2.3% from last year. This is in spite of the fact that the Market Fresh Restaurant is closed due to the renovation project, so we are only operating food service out of the Eagle’s Nest in the Sara T. Landess Technology and Learning Center.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met Friday, April 18, 2014, at 7:30 a.m. in the TLC Boardroom. Those present included: Committee members Andy Bell and Brad Phillips; Committee Chair Peggy Noonan; Trustee Mike McDorman; Board Chair Jim Doyle; President Blondin; Vice President Jackson. Agenda items included:

- 2014 – 2015 Budget
 - Tuition Recommendation
 - Salary Recommendation
- Capital Bill
- Property Tax
- Real Estate
- Other
- Next Meeting - TBD

Minutes of the meeting have been distributed to all Trustees.

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 3/31/14:

Investment @ Cost (2002 - 2004)	\$1,267,243
Interest Earnings (June 2002 to present)	\$910,620
Commonfund Management Fees (June 2002 to present)	\$(56,703)
Foundation Management Fees(2007 - 2014)	\$(126,727)
Transfer to College for Hollenbeck-Bayley Center (June 2012)	\$(220,000)
Expenditures for Performing Arts Center (Aug 2009 to present)	\$(225,408)
Market Gain/(Loss) (June 2002 to present)	\$174,421
Balance 3/31/14	\$1,723,446

Quarterly (Jan-Mar) Rate of Return	2.23%
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Barclays Aggregate Bond Index (Jan-Mar Quarter)	1.84%
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March Return	-0.09%
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Barclays Aggregate Bond Index (March)	-0.17%
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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 (\$126,727) represents the 1.25% fee for eight fiscal years (FY 2007 – FY 2014). Marc Bernhardt from The Commonfund met with the Foundation Finance/Investment Committee on September 23, 2013, to review fund performance, asset allocation, spending policy, and provide a market forecast.

Human Resources Update

Filled Position:

- *Lisa Castle*, hired as Evening/Weekend Library Clerk, Student Affairs, Grade Level 3, .46 FTE, effective April 28, 2014

Open/Advertised Positions/Searches/Interviews:

Exempt:

- Director, Athletics and Student Life (1.0 FTE)
- Custodial Services Supervisor (1.0 FTE)
- Assistant Dean, Business and Applied Technologies (1.0 FTE)

Faculty:

- Instructor, Math (1.0 FTE)
- Instructor, HVAC (1.0 FTE)
- (2) Instructional Faculty – Registered Nursing Program (1.0 FTE)

Resignations:

- *Michele Keeley*, Part-Time Records Clerk, effective 5/2/14
- *Dan Moore*, Academic Counselor, effective 5/23/14
- *Patty Devier*, STNA/Phlebotomy Coordinator/Instructor, effective 5/27/14

Graduation Recap 2014

We received many positive comments regarding this year's ceremony. There was a focus on the students in every way, including changing the setup of the stage. There were 280 students who participated in the graduation ceremony, and the auditorium was packed with family and friends.

The brass quintet was once again excellent, and Vaughn Anthony did an outstanding job performing the National Anthem. Students were recognized for their outstanding achievements, and our veterans appropriately received prolonged applause.

Roseann Terbay delivered an emotional and motivating speech. She graduated with an Associate of Science and an Associate of Arts with a 3.79 GPA. She is now at Wittenberg University, majoring in Organizational Leadership. Her goal is to earn her Masters in Student Affairs and become an academic advisor.

Steve Sidlo inducted the first group of graduates into the alumni association. The Foundation will continue to engage this group throughout the year. Dr. Blondin ended the ceremony by awarding a graduate with an iPad, which was very exciting and fun for the students.

Dr. Blondin hosted a luncheon following the ceremony. It was attended by faculty, staff, and Trustees. It was very much appreciated and a great opportunity to celebrate the end of the school year and the success of the graduation ceremony.

Liaison Reports

Clark State Foundation

- The Foundation fund balance as of February 28, 2014, is \$12.8 million.
- The RFQ for investment managers has been sent to eight firms through Joe Jackson's office. His office has responded to bidders' collective questions and will be receiving the proposals over the next few weeks.
- The Circle of Friends gala honoring Randy Kapp was very well attended, and the feedback from attendees has been exceptionally positive.
- The Foundation is in the process of awarding scholarships for the next academic year. Among them are two new \$4200 scholarships funded by Riverside Research for students in STEM fields.

Council of Governments

- Early Childhood Education Center enrollment is at 102 FTE (91% of the 112 student capacity), including the Ohio Department of Education Expansion Grant students.
- Center personnel continue to recruit new children for the full day program, as more slots will open up as children leave for summer break. The half day program is at full enrollment.
- Staffing levels are sufficient at this time, and all open positions have been filled.
- The Center is preparing to apply for Five-Star Step Up to Quality status by November 2014.

Action Items

The following items were presented for Board approval:

Salary Increase Recommendation ~ Exempt and Non-Exempt Employees

The Budget Advisory Council (BAC), with faculty, staff and administration, has met to discuss the budget.

The BAC recommends the establishment of a pool of money in the amount of \$164,000 for the purpose of staff salary increases for 2015. \$164,000 would be set aside and allocated as follows: \$142,000 for staff salary increases and \$22,000 for the School Employees Retirement System plus FICA. This \$164,000 increase for staff would be at a cost that is within the 2014-2015 budget.

If this recommendation is approved by the Board, it would result in a 2.0% pay increase for eligible exempt and non-exempt staff.

The salary increase shall be subject to adjustments in accordance with adopted procedures including length of employment during the 2013-2014 academic year, proration for part-time employees, and salary range minimums/maximums.

Impact on students and/or student learning: Providing market competitive salaries for staff improves retention and recruitment of qualified professionals.

Implications for budget, personnel, or other resources: The staff salary increase pool equates to an annual amount of \$164,000. This amount is incorporated into the proposed 2014-2015 budget.

It was requested that the Board of Trustees adopt a recommendation to set aside a pool of money in the amount of \$164,000 for salary increases for eligible exempt and non-exempt staff effective August 18, 2014. This increase shall be paid on a bi-weekly basis in accordance with College policies and procedures. The Board will continue to make the required percentage contribution to the appropriate retirement plans. The Board directs the President, through implementation of salary increases, to uphold their commitment to external economic and pay equity issues.

Salary Increase Recommendation ~ Instructional Faculty

The Budget Advisory Council (BAC), with faculty, staff and administration, has met to discuss the budget.

The BAC recommends the establishment of a pool of money in the amount of \$96,000 for the purpose of faculty salary increases for 2015. \$96,000 would be set aside and allocated as follows: \$83,000 for faculty salary increases and \$13,000 for the State Teachers Retirement System plus FICA. This \$96,000 increase for faculty would be at a cost that is within the 2014-2015 budget.

If this recommendation is approved by the Board, it would result in a 2.0% pay increase for eligible faculty.

The salary increase shall be subject to adjustments in accordance with adopted procedures including length of employment during the 2013-2014 academic year, proration for part-time employees, and salary range minimums/maximums.

Impact on students and/or student learning: Providing market competitive salaries for faculty improves retention and recruitment of qualified professionals.

Implications for budget, personnel, or other resources: The salary increase equates to an annual amount of \$96,000. This amount is incorporated into the proposed 2014-2015 budget.

It was requested that the Board of Trustees adopt a recommendation to set aside a pool of money in the amount of \$96,000 for salary increases for eligible faculty members effective August 18, 2014. This increase shall be paid on a bi-weekly basis in accordance with College policies and procedures. The Board will continue to make the required percentage contribution to the appropriate retirement plans. The Board directs the President, through implementation of salary increases, to uphold their commitment to external economic and pay equity issues.

2014-2015 General Fund Budget Adoption

Copies of the General Fund Budget were distributed to Trustees prior to the meeting. Vice President Jackson highlighted the following:

Revenue Assumptions:

- State Share of Instruction (SSI) based on 50% course completion, 25% completion metrics, and 25% success points.
- SSI projected increase of 6.5% from FY 2014 budget (increase of 1.8% from FY 2014 actual).
- SSI represents 37.8% of total budget.
- Tuition increase of 2.4% (\$3.33 per credit hour) effective Fall Semester.
- Student fees (credit) revenue (56.4% of total budget) assumes a 2.5% enrollment increase from FY 2014.
- Revenue projected for non-credit Continuing Education and Business & Industry training includes offerings in workforce development training programs.

Expenditure Adjustments:

- 2.0 FTE new faculty positions.
- 1.5 FTE new administrative positions.
- 3.25 FTE administrative and staff positions moved to the General Fund (previously funded by Title III).
- Funding provided for: student success initiatives, academic support programs, strategic planning projects, and risk management.
- The technology repair and replacement schedule is funded at \$350,000.
- A pool of 2.0% for salary increases for eligible faculty and staff.
- Funding for a 6% increase in the health insurance premium.
- Contingency budget of 3.3%.
- Salary and benefits represent 68.5% of total budget.
- Total expenditure budget is \$992,067 (3.4%) over the FY 2014 budget.
- Scholarships budgeted in the General Fund were increased by \$354,000.
- Funding was provided to replace a 15-passenger van used for student athletes and field trips for a 12-Passenger van in the interest of safety as a part of our Risk Management program.
- Additional funds (\$100,000) were budgeted in Marketing to implement new branding strategies and develop a new website for the Performing Arts Center.
- Funds were allocated to the Human Resources project to implement E-recruiting (on-line employment applications), job description builder and E-Appraisal (Performance Management System).
- A new department focused on Community Outreach has been established and funded in the amount of \$102,000.
- Additional funds of \$134,000 were budgeted in IT including \$81,000 for infrastructure.

Impact on students and/or student learning: The General Fund budget supports all instruction, academic and student support services with the exception of those funded by restricted grants and contracts, capital budgets and auxiliary fund activities.

Implications for budget, personnel, or other resources: The FY 2015 General Fund budget was developed in conjunction with the newly established Budget Advisory Council, which developed various assumptions related to revenue and prioritized initiatives to fund using any new funds. The expenditures support student success initiatives, direct services to students, training programs for employers, cultural activities for the community and a sufficient compensation package to attract and retain qualified faculty and staff.

It was requested that the Board of Trustees move to adopt the FY 2015 General Fund budget, as presented, in the amount of \$29,074,498.

2014-2015 Auxiliary Fund Budget Adoption

An auxiliary enterprise, as defined by the National Association of College and University Business Officers (NACUBO) in the College and University Business Administration manual, is "an entity that exists to furnish a service to students, faculty, or staff, and that charges at a rate directly related, but not necessarily equal, to the cost of the service." Auxiliary enterprises are self-supporting activities which provide non-instructional support in the form of goods and services to students, faculty, and staff upon payment of a specific user charge or fee that is at least equal to the full direct and indirect cost of providing the goods and services. Although the operation of an auxiliary enterprise is supplemental to the primary educational functions of the College, such enterprises are important to the overall operation of the College.

The proposed auxiliary fund budgets, which were distributed to Trustees prior to the meeting, have been developed with the assistance of the managers of the auxiliary enterprises.

The expectation is that the Bookstore and the Commercial Transportation Training Center will realize a surplus. The Food Service will operate at a deficit and will be subsidized from Bookstore profits.

The Bookstore continues to offer more titles that students can rent. This will reduce Bookstore earnings but results in large savings for students. It was necessary to close the Food Service and Bookstore operations in Rhodes Hall due to construction of the Student Center. The new dining service and Bookstore are scheduled to be operational in March, 2015. We anticipate increased revenue with the amenities/environment these spaces will provide for students.

Parking revenue is generated from a portion of the \$7.50 auxiliary services fee charged to each student each semester. Approximately 50% of the auxiliary services fee is allocated to this budget to pay for the operation and maintenance of our parking lots and roadways. The remaining 50% of the auxiliary services fee is allocated to the general fund to provide financial support to our campus police operation, building security, emergency services, etc.

Impact on students and/or student learning: Each of these auxiliaries provides support services or direct services to students. Budgets must be sufficient to recruit and retain qualified staff as well as to procure and maintain state-of-the-art equipment, vehicles, and technology.

Implications for budget, personnel, or other resources: Implications for budget, personnel, or other resources are reflected in the proposed budget.

It was requested that the Board of Trustees move to adopt the fiscal year 2014-2015 auxiliary fund budgets, as presented, effective July 1, 2014.

Tuition and Fees Schedule

Tuition revenues are generally unrestricted dollars that go into the general revenue fund. This is unlike the policies in some other states where tuition revenues from public colleges and universities are funneled to

the state's general revenue fund. Each public institution in Ohio retains its own tuition revenues and uses these dollars for a variety of purposes, particularly to cover instructional costs, which include faculty compensation and related departmental expenses. Tuition revenues are also used to cover costs for student services like admissions, counseling and career management; merit- and need-based scholarships; logistical services; management and general administration; as well as costs for utilities, custodial services and physical plant operations. Tuition revenues may also be used to support the operation, construction and equipment costs for capital facilities like classrooms, computer labs, and libraries.

There are many factors that contribute to tuition increases including technology upgrades, service improvements, the growing cost of health care, competition for faculty, and instability of state funding. Discussions on setting tuition and fee rates take all of this into consideration along with the availability of federal, state and institutional grants, loans and scholarships.

Language around tuition and fee increases in HB 59 is as follows: *each community college, state community college and technical college shall not increase its in-state undergraduate instructional and general fees by more than \$100 over what the institution charged for the preceding academic year.* Following is a table reflecting current tuition and the recommended increase of 2.4% (\$3.33 per credit hour/\$100.00 annual increase).

	CURRENT	RECOMMENDED
Instructional/per credit hour	\$118.00	\$121.33
General/per credit hour	\$9.00	\$9.00
Technology/per credit hour	\$9.00	\$9.00
Total Annual Amount*	\$4,080.00	\$4,179.90

*30 credit hours per academic year

The above recommendation was discussed by the Board Finance and Facilities Committee at the April 18th meeting recommends approval to the full Board. Please reference the minutes of that meeting.

Impact on students and/or student learning: The increase in tuition would cost a full-time student \$100.00 per year.

Implications for budget, personnel, or other resources: Increasing tuition 2.4% effective fall semester 2014 is projected to provide an additional \$375,000 to the operating budget. This increase will enable the College to continue the commitment to provide students access to the highest quality learning centered educational opportunities and will allow the college to fund initiatives related to student success.

It was requested that the Board of Trustees accept the recommendation to increase the in-state instructional fee \$3.33 per credit hour (2.4%) and to increase the instructional fee for out-of-state students \$6.66 per credit hour (2.6%) effective fall semester 2014.

Laboratory and Special Fees Schedule

The setting of the Lab Fee Schedule for each year is part of the planning process for all academic divisions. Historically, quarterly reports were sent to the divisions on the lab fees collected and expended. This information, along with data on projected enrollments, is used to develop the Lab Fee Schedule for each new year compiled by the Vice President of Academic Affairs. The last three years, with the conversion to semesters, many adjustments had to be made to the fee schedule to reflect the longer (15 vs. 10 week) instructional period. In all cases, great care was taken to establish fees that are as conservative as possible yet covering the true costs for the assorted fees.

The proposed 2014-2015 Laboratory and Special Fees Schedule was distributed to Trustees prior to the meeting and is available in the office of the Vice President of Academic Affairs.

Impact on students and/or student learning: Student lab fees cover costs for consumable supplies used as part of lab experiences or cover other costs such as liability insurance that the college's tuition and state subsidy are not designed to reimburse, and in some cases, to cover specialized high cost instruction such as flight training and Advanced Technical Intelligence. The academic departments make every effort to keep such costs at a minimum, while still providing a sound learning experience for our students.

Implications for budget, personnel, or other resources: The 2014-2015 budget development process will be driven by the Lab Fee Schedule as presented.

It was requested that the Board of Trustees approve the 2014-2015 Laboratory and Special Fees Schedule as presented effective with fall 2014 semester.

Trustee Bell made a motion to approve all action items as presented. Trustee Corbin seconded, and the motion passed unanimously.

Report of the President

Dr. Blondin asked Ron Gordon to present on behalf of Staff Senate (faculty and students are already off campus for the summer). Mr. Gordon reported that Staff Senate is completing the election process to determine who the new Senators, President and Vice President will be for next year. He noted that it has been a pleasure to serve as President this year.

Dr. Blondin then called on Vice President Jackson to provide a brief construction update. He reported that the work on the first floor of Rhodes Hall is proceeding on schedule; it is hoped that it will be completed by mid-November. The new bookstore/dining area is approximately 75 days behind schedule; it will most likely be completed by February 2015. The pouring of the foundation has begun. It is anticipated that the slab will be poured and steel will start going up the first week of June. President Blondin thanked him for all of his work on the construction project and the budget.

President Blondin distributed and briefly described the following information:

- "Developing a Successful Sustainable Enrollment Management Culture for Clark State Community College" by Dr. Robert Smith, which will be reviewed during the June Work Session;
- A summary of the organizational changes made since June 2013;
- The 2014-2015 Greene Center Advisory Committee membership roster;
- A revised listed of the 2014 Clark State Board Committees; and
- A Precision Agriculture program brochure, which was developed in conjunction with the City of Springfield.

President Blondin reported that Chairman Doyle has been nominated for the Ohio Association of Community Colleges' (OACC) Maureen C. Grady Award for Special Achievement; the winner will be announced at the OACC annual meeting on May 26th. She also noted that the June Board meeting will be held in the Performing Arts Center Hall of Honor.

Report of the Board Chair

Chairman Doyle:

- Indicated that he will be in Ireland during the June Board meeting, and Vice Chair Noonan will preside in his absence;

- Reported that he, Trustee Strickler, and President Blondin will attend the OACC Annual Meeting next week; and
- Noted that a foundation that he and his wife, Sharon, belong to (The Harry W. and Margaret Moore Foundation) has set up a \$2,500 scholarship for a student in the Precision Agriculture program.

Chairman Doyle also noted that he is aware that there has been discussion on salary rates of change, and the Board feels that the College has done a very good job of recognizing the efforts of faculty and staff via pay increases over the year. However, we are at a point where it is imperative to conduct the salary study to determine where we are pay-wise in the area as well as internally. Once that data is obtained, it will be possible to develop a compensation plan that will make sense. We need to know where we are so we can determine where to go from there.

Trustees' Open Forum

No comments were made.

Executive Session ~ Legal Matters/Real Estate/Personnel

Trustee Bell made a motion to move into Executive Session to discuss legal matters, real estate and personnel. Vice Chair Noonan seconded the motion, and it passed 8-0 by a roll call vote. Executive Session commenced at 6:57 p.m.

Trustee Bell made a motion to exit Executive Session and return to general session at 7:43 p.m. Vice Chair Noonan seconded, and the motion passed 8-0.

Adjournment

Trustee Bell made a motion to adjourn the meeting, and Trustee Phillips seconded. The motion passed unanimously, and the meeting adjourned at 7:44 p.m.