

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes September 18, 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, September 18, 2012. Vice Chair Heather Corbin presided and called the meeting to order at 6:20 p.m.

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

Excused: Andy Bell

Others Present: Cynthia Applin, Director of Institutional Research and Planning; Angela Branch, Administrative Support for Health, Human and Public Services/Staff Senator; Jane Cape, Dean of Business and Applied Technologies; Martha Crawmer, Dean of Arts and Sciences; Kris Culp, Vice President of Advancement; Julia Daniels, Administrative Assistant for Health, Human and Public Services/Staff Senator; Dixie Depew, Controller; David Devier, Vice President of Academic and Student Affairs; Theresa Felder, Interim Dean of the Greene Center; Joe Jackson, Vice President for Business Affairs; Dee Malcuit, Associate Professor, Arts and Sciences/Faculty Senate President; Marvin Nephew, Director of Human Resources; Mellanie Toles, Assistant to the President; and Kathy Wilcox, Dean of Health, Human and Public Services

Recognition of Guests

Vice Chair Corbin welcomed the guests, and President Rafinski introduced them.

Public Comment

There were no public comments.

Approval of Minutes

Vice Chair Corbin asked for a motion to approve the minutes of the Regular Board Meeting held on June 19, 2012, and the Special Board Meeting held on August 20, 2012. Trustee Mercurio made a motion to approve the June 19th minutes as presented; Trustee Phillips seconded, and the motion passed unanimously. Trustee Tiefenthaler made a motion to approve the August 20th minutes as presented; Trustee Mercurio seconded the motion, and it passed unanimously.

Presentation

Dr. David Devier, Vice President of Academic and Student Affairs, and Kathy Wilcox, Dean of Health, Human and Public Services, delivered a presentation regarding the program review process and results.

Dr. Devier began by stating that academic program review has a long history at Clark State, and it is required both by the Higher Learning Commission and the Ohio Board of Regents. The purpose is to evaluate the effectiveness of academic programs and to initiate improvement; there is no financial review involved.

Dr. Devier reviewed the basic steps of the program review process, which occurs for each program on a three-year cycle. During the process, a Program Review Summary report is developed by the program faculty and dean, which includes the following sections:

- Criterion One: Student Learning Outcomes of Program
- Criterion Two: Future Trends/Historical Data
- Criterion Three: Curriculum
- Criterion Four: Faculty
- Criterion Five: Facilities and Equipment
- Criterion Six: Student Learning Assessment

Program review briefings are held in the spring, and afterward, written action plans are developed, which include steps to be taken, responsible parties, anticipated outcomes, due dates, and review dates and status reports. Dean Wilcox shared some examples of action plan recommendations.

A brief question-and-answer period followed the presentation. It was noted that the Trustees would like to be presented with information regarding programs that are not thriving so they can determine whether it is in the College's best interest to keep offering them. Trustees also expressed interest in receiving information regarding each program's cost per student.

Vice Chair Corbin thanked Dr. Devier and Ms. Wilcox for their presentation.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met on Friday, August 17, 2012, at noon in the TLC Boardroom. Present were Committee members Jim Doyle (via phone), Peggy Noonan and Brad Phillips; Board Chair Andy Bell; President Karen Rafinski; and Vice President Joe Jackson. Agenda items included:

- Enrollment
- Audit Engagement
- Preliminary Year-End FY 2011-2012 Financials
- July 2012 Financial Statement
- Reserve Spending Recommendation for Water/Sewer Infrastructure Project, Service District Outreach Project, and Greene Center Bookstore Renovation Project
- Student Success Center Planning/Programming
- Other Summer Facilities Projects
- Real Estate

Minutes of the meeting have been distributed to all Trustees. The next Committee meeting is set for Tuesday, November 6, 2012, at noon, in the TLC Boardroom.

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 6/30/12:

Investment @ Cost	\$1,267,243
Interest Earnings	\$799,154
Commonfund Management Fees	\$(47,034)
Foundation Management Fees	\$(95,045)
Transfer to College for Hollenbeck-Bayley Center	\$(220,000)
Market Gain/(Loss)	\$190,796
Balance 6/30/12	\$1,895,114

Quarterly (Apr-Jun) Rate of Return 2.03%

Barclays Aggregate Bond Index (Apr-Jun Quarter) 2.06%

June Return 0.19%

Barclays Aggregate Bond Index (June) 0.04%

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 is scheduled to meet 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

Filled Positions:

Non-Exempt:

- *Darren Gilley*, Project Jericho Outreach and Education Specialist, (1.0 FTE), effective June 25, 2012.
- *Sylvia Halladay*, Technical Services and Systems Librarian, (1.0 FTE), effective July 16, 2012.
- *Julianne Whitaker*, Administrative Assistant, WIB, (1.0 FTE), effective July 23, 2012.
- *Ryan Ketner*, Disability Specialist, (.75 FTE), effective July 30, 2012.
- *Colleen Murphy*, Bookstore Clerk-Greene Center, (1.0 FTE), effective August 9, 2012.
- *Matthew Ison*, Admissions Specialist, (1.0 FTE), effective August 21, 2012.

Exempt:

- *Michael Highmiller*, Application Developer-Systems Administrator, (1.0 FTE), effective July 9, 2012.
- *Mallory DePalma*, Academic Coordinator, (.75 FTE), effective August 20, 2012.

Instructional Faculty:

- *Therese Filicko*, Full-time Assistant Professor, Arts and Sciences, effective August 13, 2012.

Promotions:

Non-Exempt:

- *Twila Murray*, promoted from Interim Career Specialist to Career Specialist, effective July 1, 2012.
- *Petra Deason*, from Administrative Support, Business and Applied Technologies Division, (1.0 FTE), to Administrative Assistant, Arts and Sciences Division, (1.0 FTE), effective August 17, 2012.
- *Tiffany Couts*, from Receptionist, Human Resources Department, (1.0 FTE), to Administrative Support,

Business and Applied Technology Division, (1.0 FTE), effective August 17, 2012.

- *LeeAnn Perkins*, from Research and Analysis Specialist, (1.0 FTE), to Institutional Research Specialist, (1.0 FTE), effective September 1, 2012.

Exempt:

- *Elizabeth Deger*, from Interim Director, Library Services, (1.0 FTE) to Director, Library Services, (1.0 FTE), effective July 1, 2012.
- *Cindra Phillips*, from Interim Manager, Online Learning and Instructional (1.0 FTE), to Manager, Online Learning and Instructional Resources, (1.0 FTE), effective July 1, 2012.
- *Theresa Felder*, from Academic Affairs Coordinator-Greene Center, (1.0 FTE) to Interim Dean-Greene Center, (1.0 FTE), effective September 10, 2012.
- *Duane Hodge*, from Program Manager, Contract Training, (1.0 FTE) to Director, Workforce Development, Sales, and Outreach, (1.0 FTE), effective September 10, 2012.

Instructional Faculty:

- *Charles Hoyman*, promoted from Instructor to Assistant Professor, effective August 13, 2012.
- *Dana Matt*, promoted from Instructor to Assistant Professor, effective August 13, 2012.
- *Mary Taylor*, promoted from Instructor to Assistant Professor, effective August 13, 2012.
- *Dee Malcuit*, promoted from Assistant Professor to Associate Professor, effective August 13, 2012.
- *Evelyn Naegele*, promoted from Instructor to Assistant Professor, effective August 13, 2012.
- *John Hale*, promoted from Assistant Professor to Associate Professor, effective August 13, 2012.
- *Mark Schmidt*, promoted from Assistant Professor to Associate Professor, effective August 13, 2012.
- *Victoria Mahan*, promoted from Assistant Professor to Associate Professor, effective August 13, 2012.
- *Naureen Qasim*, promoted from Assistant Professor to Associate Professor, effective August 13, 2012.
- *Dr. Lawrence Everett*, promoted from Associate Professor to Professor, effective August 13, 2012.

Transfers:

Non-Exempt:

- *Henrietta Jones* was transferred from Administrative Assistant, Arts and Sciences Division to Receptionist, Human Resources Department, effective August 17, 2012.

Resignations:

Non-Exempt:

- *Christel Borden*, Customer Service Specialist, Student Support Services, effective July 17, 2012.
- *Beverly Kaiser*, Retention/Transition Advisor, effective July 30, 2012.

Exempt:

- *James Franks*, Executive Director and Dean of Corporate and Public Services, effective July 20, 2012.

Open/Advertised Positions/Searches/Interviews:

Non-Exempt:

- Maintenance Technician, (1.0 FTE)
- Research and Analysis Specialist, (1.0 FTE)
- Customer Service Specialist, (.50 FTE)

Exempt:

- Academic Affairs Coordinator-Greene Center, (1.0 FTE)
- At-Risk Student Advisor, (1.0 FTE)

Liaison Reports

Clark State Foundation/Circle of Friends

- The Foundation fund balance as of June 2012 is \$13 million.
- The Foundation has added three new Board members: Steve Neely (Armoloy), David Ball (Speedway), and Clete Buddelmeier (Beavercreek Chamber of Commerce).
- The Foundation is in the midst of the annual internal campaign; we have received numerous gifts in memory of retiree Mary Pirozok. We are working with the family to establish a scholarship endowment.
- The next 40 Champion City Scholars will be selected in October. If you would like to help interview applicants on the mornings of October 9, 10 or 11, please talk to Kris Culp.
- The Circle of Friends continue to work on the fundraising gala, including the presentation of the Founder's Award to Dr. and Mrs. Nicholas Pavlatos, and a concert by The Four Babes; the entire evening will be held, fittingly, in the Pavlatos Grand Hall.

Council of Governments

- Center enrollment is at 86% of capacity, with 103 children enrolled. The Center had 16 graduates to kindergarten. Tours and enrollment are top priority.
- A new brochure has been designed and produced to assist with marketing efforts.
- Staffing levels are adequate at this time.
- The Center's proposed vision statement is "Joining Hands for Brighter Futures."

Veteran's Federal GI Benefits Disruption

The U.S. Department of Veterans Affairs encountered a system problem while transferring electronic records between regional offices, which caused a temporary loss of a number of eligibility certifications. These records pertained to Ohio and West Virginia veterans with pending enrollments received between July 24 and August 9. While the VA expects to have the issue resolved at some point, they have asked that we allow the affected student veterans at the College to continue with their course schedules and regular enrollment despite the temporary delay in the issuance of Post 9/11 GI Bill benefits. The affected student veterans need to be held harmless in this situation with respect to monies to be paid to the school for education benefits, and we have been encouraged to be proactive in our identification of these student veterans and to be willing to rectify matters after the fact in cases where the student veteran may have been dropped due to non-payment. (A letter from Chancellor Petro and Colonel Thomas N. Moe, Director of the Ohio Department of Veterans Services, as well as a press release from Governor Kasich's office requesting our assistance were distributed to Trustees prior to the meeting.)

In light of this situation, we are offering emergency loan funds to these student veterans. We have tried to identify potential barriers and are working to remedy them.

2012-2013 Organizational Charts

The 2012-2013 organization charts were distributed to Trustees prior to the meeting. They will be posted to the portal for future reference.

Action Items

The following items were presented for Board approval:

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:

New Hire:

- Therese Filicko, Full-time Assistant Professor, Arts and Sciences Division, effective August 13, 2012

Impact on students and/or student learning: This instructor will interface directly with students in the Arts and Sciences Division.

Implications for budget, personnel, or other resources: This position is built into the 2012-2013 budget.

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

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:

New Hires:

- Mallory DePalma, Academic Coordinator, (.75 FTE), effective August 20, 2012.
- Michael Highmiller, Application Developer-Systems Administrator, (1.0 FTE), effective July 9, 2012.

Promotions:

- Elizabeth Deger, from Interim Director, Library Services, (1.0 FTE) to Director, Library Services, (1.0 FTE), effective July 1, 2012.
- Cindra Phillips, from Interim Manager, Online Learning and Instructional Resources (1.0 FTE), to Manager, Online Learning & Instructional Resources, (1.0 FTE), effective July 1, 2012.
- Theresa Felder, from Academic Affairs Coordinator-Greene Center, (1.0 FTE) to Interim Dean, Greene Center, (1.0 FTE), effective September 10, 2012.
- Duane Hodge, from Program Manager, Contract Training, (1.0 FTE) to Director, Workforce Development, Sales, and Outreach, (1.0 FTE), effective September 10, 2012.

Impact on students and/or student learning:

- Academic Coordinator, Student Support Services has a direct impact on select students receiving services from our Student Support Services unit.
- Application Developer-Systems Administrator, new IT position, critical to maintaining IT infrastructure in serving students, staff and instructional faculty.

Implications for budget, personnel, or other resources: These positions are built into the 2012-2013 budget.

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

Health Care Benefit Renewal

The College currently utilizes Anthem Blue Cross and Blue Shield as our health insurance provider. We moved to Anthem last year after a 12-14 year relationship with United HealthCare (UHC) when UHC's renewal rates were simply not competitive.

The renewal rate for the identical insurance plan under Anthem came in at a 15.4% increase; however, through negotiations and a few changes, we have reduced the increase amount to 5.85%. The preliminary balanced budget assumes an increase of 6% (\$98,000) in the annual health insurance premium. The plan year for the health insurance benefit is October 1 through September 30. The Board of Trustees is asked to authorize President Rafinski or her designee to renew the health insurance benefit at a cost that is within the 2012-2013 budget.

Impact on students and/or student learning: As with all other organizations, the cost of providing a health care benefit to employees continues to rise at alarming rates. The administration continues to look at a number of ways to slow the rising cost of this important benefit. The administration continues to do everything possible to negotiate a benefits package that is attractive to employees at a reasonable cost so that funds for instruction are not adversely impacted.

Implications for budget, personnel, or other resources: The 2012-2013 budget includes funds (\$98,000) to absorb a 6% increase in health insurance costs.

It was requested that the Board of Trustees authorize President Rafinski or her designee to renew the health insurance benefit at a cost that is within the 2012 -2013 budget.

Dental Insurance Renewal

The College self-insures the dental benefit for employees and contracts with CoreSource as the third party administrator. The plan consists of participating dental providers and provides out-of-network benefits as well. This benefit is mandatory for all eligible employees and the Board pays the entire premium for all employees. The plan year for the dental benefit is October 1 through September 30.

The administrative fees for 2012-2013 will increase \$.35 per employee per month from 2011-2012 levels to \$4.25 per employee (approximately \$1,000). Fortunately, our reserves for dental claims are at a level sufficient to cover expected claims for the upcoming year. Therefore, we are able to keep the reserve amount at the same level as 2011-2012 to cover the anticipated costs of claims for 2012-2013. The Board of Trustees is requested to authorize President Rafinski or her designee to renew the dental insurance benefit at a cost that is within the 2012-2013 budget.

Impact on students and/or student learning: The anticipated increase in the cost of this benefit shall not adversely impact funding allocated to instruction, academic support, and student service departments.

Implications for budget, personnel, or other resources: There is an anticipated increase of approximately 8% (\$1,000) in the 2012-2013 budget for this benefit.

It was requested that the Board of Trustees authorize President Rafinski or her designee to renew the dental insurance benefit at a cost that is within the 2012-2013 budget.

Restricted Budget Adoption

The following list details the restricted budgets for fiscal year 2012-2013. Descriptions of each of the projects funded by these various restricted sources were previously distributed.

	<u>DATES</u>	<u>GRANTOR'S BUDGET</u>
Clark County - Child Advocacy Center for Project Jericho	7/12 - 6/13	\$173.62
Clark County - Drug Court	7/12 - 6/13	\$54.20

Clark County - Juvenile Court	7/12 - 6/13	\$40,000.00
Clark County - Mental Health Court	7/12 - 6/13	\$12,467.94
Clark State Foundation - Major Gifts/TLC	7/12 - 6/13	\$250,000.00
Clark State Foundation - Major Gifts/HBC	7/12 - 6/13	\$180,172.82
Davidson Endowment Earnings	7/12 - 6/13	\$66,338.18
Della Selsor - Project Jericho	7/12 - 6/13	\$2,568.05
DJFS - Project Jericho CY 12	7/12 - 12/12	\$55,445.62
DJFS - Project Jericho/Community Outreach CY 12	7/12 - 12/12	\$50,612.44
DJFS - Project Jericho/Lincoln Promise	7/12 - 12/12	\$52,022.96
DJFS - Project Jericho/Miami Valley	7/12 - 6/13	\$304.03
DJFS - Project Jericho/Open Doors	7/12 - 12/12	\$31,500.00
Kennedy Center - Arts Alive	7/12 - 6/13	\$1,576.41
National Endowment for the Arts - Coming Up Taller Award	7/12 - 6/13	\$10,000.00
National Science Foundation - CyberSecurity	7/12 - 9/12	\$46,116.79
National Science Foundation - Mentorlinks	7/12 - 6/13	\$583.00
OAC - Operating Support	7/12 - 6/13	\$23,004.00
OAC - Project Jericho	7/12 - 6/13	\$11,757.00
OAC - Arts Alive	7/12 - 6/13	\$3,726.17
OBR - Articulation and Transfer Travel	7/12 - 6/13	\$1,710.32
OBR - Capital Component	7/12 - 6/13	\$2,889,372.19
OBR - Instructional Technical Equipment	7/12 - 6/13	\$36,784.00
OBR - Shifting Gears	7/12 - 6/13	\$1,250.00
OBR - Secondary Career-Technical Alignment Initiative	7/12 - 6/13	\$6,000.00
OBR - Success Initiative - Sinclair	7/12 - 6/13	\$2,500.00
OBR - Tech Prep/Gear Up	7/12 - 6/13	\$12,369.96
Know How 2 GO/Oh College Access Network	7/12 - 6/13	\$2,313.42
OACAN/Suddes Challenge	7/12 - 6/13	\$13,000.00
OCCN	7/12 - 6/13	\$653.08
Ohio Department of Education/GED Testing	7/12 - 6/13	\$2,357.00
Ohio Department of Education - Momentum - We Are IT	7/12 - 6/13	\$332.01
Ohio HiPoint - ABLE GED program	7/12 - 6/13	\$317,494.00
Ohio Mental Health	7/12 - 6/13	\$1,427.32
Private - Arts Alive	7/12 - 6/13	\$22,269.78
Private - AVETEC - Gear Up	7/12 - 6/13	\$20,755.19
Private - Circle of Friends	7/12 - 6/13	\$58,273.87
Private - Circle of Friends - Project Jericho	7/12 - 6/13	\$19,826.21
Private - Convention and Visitor's Bureau	7/12 - 6/13	\$1,086.08
Private - Exchange Club for Project Jericho	7/12 - 6/13	\$7,501.37
Private - First Energy - Community Computing Center	7/12 - 6/13	\$252.64
Private - Harry W and Margaret Moore Foundation	7/12 - 6/13	\$1,450.81
Private - International Management Association	7/12 - 6/13	\$3,930.78
Private - Martha Holden Jennings Foundation	7/12 - 6/13	\$5,964.11
Private - Miami Valley Golf Course Assoc	7/12 - 6/13	\$100.00

Private - Ohio Lawn Care Association	7/12 - 6/13	\$891.93
Private - Ohio Sports Turf Association	7/12 - 6/13	\$4,250.00
Private - PAC Partnerships	7/12 - 6/13	\$3,000.00
Private - PAC Sponsorships	7/12 - 6/13	\$90,000.00
Private - Project Jericho Donations	7/12 - 6/13	\$46,563.07
Private - Quinlan Foundation for Project Jericho	7/12 - 6/13	\$439.55
Private - Restorative Justice Initiative	7/12 - 6/13	\$1,000.00
Private - Rotary Club for Project Jericho Reading	7/12 - 6/13	\$48.47
Private - Rothschilds for Safety City	7/12 - 6/13	\$200.00
Private - Tech Prep Fees	7/12 - 6/13	\$7,084.22
SDE - Perkins	7/12 - 6/13	\$125,707.47
Springfield City Schools/Perrin Woods	7/12 - 6/13	\$10,000.00
Springfield Foundation	7/12 - 6/13	\$5,125.00
Springfield Foundation/Glass Art Education	7/12 - 6/13	\$3,346.47
Springfield Foundation - Grant Writing	7/12 - 6/13	\$2,500.00
Turner Foundation - Outreach	7/12 - 6/13	\$7,110.00
Turner Foundation - Arts Alive	7/12 - 6/13	\$15,459.08
Turner Foundation - Arts Alive(Current Year)	7/12 - 6/13	\$11,679.66
US Army Corps of Engineers	7/12 - 6/13	\$126,528.93
US Department of Commerce - Connect Ohio	7/12 - 6/13	\$32,592.00
USDE - Federal Workstudy	7/12 - 6/13	\$164,897.00
USDE - PELL	7/12 - 6/13	\$12,000,000.00
USDE - Real Time Reporting	7/12 - 6/13	\$154,518.96
USDE - SEOG	7/12 - 6/13	\$215,104.00
USDE - Title III	7/12 - 6/13	\$632,713.24
USDE - TRIO	7/12 - 6/13	\$333,038.03
TOTAL		<u>\$18,261,194.45</u>

The total represents a \$1.3 million (6.7%) decrease from the restricted budget adopted in fall 2011. The decrease from budgets adopted a year ago was the result of spending down previously approved funds including:

- Clark State Foundation Major Gifts/HBC and PAC
- NSF Cybersecurity
- U.S. Army Corps of Engineers
- Ohio Cultural Facilities Commission

The decrease was also the result of the Tech Prep and GearUp programs/projects ending.

The amounts outstanding from the Clark State Foundation include major gifts for the Landess TLC (a single donor's multiple year pledge) and pledges for the Hollenbeck Bayley Creative Arts and Conference Center.

New funding includes:

- OBR-Instructional Technical Equipment funds in capital bill
- OBR-Secondary Career-Technical Alignment Initiative

- Ohio Hi Point ABLE/GED Program
- Restorative Justice Initiative
- Springfield City Schools-Perrin Woods

Most other projects listed represent either carry-forward balances from 2010-2012 or continuing projects with new funding.

Impact on students and/or student learning: These projects impact each one of the strategic directions of the College.

Implications for budget, personnel, or other resources: Up to \$18,261,194 will be received by the College and disbursed for the projects listed in accordance with stipulations of the grantors.

It was requested that the Board of Trustees move to accept the restricted funds as presented. By accepting these restricted funds, Trustees also accept the restrictions imposed by grantors.

Reserve Spending Recommendation

Additional funds are being requested to complete the water/sewer infrastructure projects and the service district outreach project at the Greene Center.

The Board Finance and Facilities Committee is recommending that the full Board approve the expenditure of up to \$75,000 to complete the water/sewer infrastructure projects. This additional amount is being used to completely redo the asphalt in the parking lots and driveways affected by this project. The initial plan was to patch affected areas but due to the age and deterioration it was necessary to overlay these areas with new asphalt.

The Committee also recommends the expenditure of up to \$100,000 to complete the renovations, including technology wiring, for fully occupying the second floor of the Greene Center.

The Committee also recommends that the full Board approve the expenditure of up to \$125,000 from Bookstore Reserves to fund the expansion, equipping, and furnishing of the Bookstore at the Greene Center. This project, along with the completion of the work on the second floor will result in additional services and academic support to students attending the Greene Center.

Impact on students and/or student learning: The renovations at the Greene Center will result in providing an appropriate learning environment and academic and student support service amenities to help students be successful.

Implications for budget, personnel, or other resources: There are no implications for the operating budget.

It was requested that the Board of Trustees approve the expenditure of up to an additional \$175,000 from College Reserves and up to \$125,000 from Bookstore Reserves as noted above.

Continued Reduced Tuition Initiative

On April 17, 2009, The OBR issued a Directive (2009-011) concerning, *Differentiated Tuition for State Institutions of Higher Education*. This Directive empowers Boards of Trustees of USO institutions to request tuition waivers for specialized initiatives that will benefit students and the state. By CSCC Board of Trustees Resolution of June 16, 2009, the College requested of the OBR reduced tuition for special initiatives, including active duty Air Force personnel that are stationed at WPAFB, Seniors to Sophomores, and College in the Classroom (Dual Enrollment). Of the three requests, only the reduced tuition for active

duty Air Force personnel stationed at WPAFB was approved by the Chancellor, but the College determined to move ahead with the Seniors to Sophomores (S2S) and College in the Classroom (CITC) initiatives utilizing scholarshiped tuition reduction. The College needs to request OBR reduced tuition per Directive (2009-011) once again to continue the reduced tuition for the WPAFB.

WPAFB Initiative

There is a great need to provide the military personnel stationed with the Wright Patterson Air Force Base (WPAFB) with convenient educational offerings. All Air Force personnel are supported and encouraged to complete at least an Associate Degree from the Community College of the Air Force. These degrees combine the technical coursework garnered from the Air Force with general education offerings taken from area higher education institutions to complete the CCAF degree requirements.

Clark State is in a unique position to serve these needs due to both the physical location of the College's Greene Center adjacent to the Base and the extensive online offerings in general education. Military personnel receive an annual allotment for tuition costs and, as with all such programs, they desire to maximize their opportunities with lower costs. To serve this need, we are requesting the Board approve the OBR request to continue to reduce tuition for the Air Force personnel stationed at WPAFB at the rate of \$67.50 per credit hour. This rate will position the College with the lowest rate available to the WPAFB military personnel.

Over the past academic year (2011-2012) the Clark State WPAFB Tuition Reduction Initiative the number of WPAFB military personnel enrolled with Clark State applying the tuition discount follows:

Fiscal Year	Headcount	Tuition Reduction
2010	8	\$2,411.10
2011	12	\$4,727.00
2012	14	\$7,111.47
2013 (through September)	11	\$3,803.23

Impact on students and/or student learning: By continuing the WPAFB tuition reduction initiative, the Board of Trustees is supporting a process for the College to directly impact students by increasing access to College military personnel.

Implications for budget, personnel, or other resources: The implications for the College's budget related to the continued initiative are both direct and indirect. The reducing of tuition for such an initiative for Air Force personnel stationed with WPAFB will, in fact, reduce the College's revenue, but does so for students who would otherwise not attend Clark State. The request for reduced tuition for the WPAFB was reduced to \$67.50 per credit hour to reflect the change to semesters. This initiative qualifies for state subsidy (SSI).

The personnel implications associated in this Resolution are limited to the Student Services staff who will help facilitate these initiatives and the academic administrators and faculty to work through the curriculum pieces. These activities will be carried out as part of the normal duties of staff and with limited enumeration for faculty.

It was requested that the Board of Trustees direct the Administration to continue the reduced tuition for the WPAFB initiative as outlined in Policy 3358-9-04, Tuition and Fee Schedule.

Global STEM Academy

One of Ohio's key strategies to improve job creation is to focus on a trained workforce. Clark State's primary business is to prepare an educated workforce. An opportunity to be a founding partner in creating a Global STEM Academy in Springfield to be housed at the old Springfield South High School has arisen.

Global STEM Academies are anticipated to be set up throughout the state of Ohio, focusing on different disciplines. The Springfield model will be taken from the Dayton Area STEM School model, and the Montgomery County and Franklin County Educational Service Centers will help Springfield in the initial process. Those steps will include the creation of a 501C3 entity, securing a lead administrator and assistant this fall, and developing the marketing plan and the message to students and parents for school recruitment.

Supporting partners include The Ohio State University, Batelle, and the Ohio Farm Bureau. In addition, a local advisory committee of agricultural businesses has also met and lent their support. The Academy is slated to open in the Fall of 2013. Clark State has a fully articulated traditional agricultural program with Ohio State, and it provides a solid focus on which to build additional focus areas of food, fiber, environment, and energy. Bioscience and food science is targeted by Ohio as a growing workforce need.

Operating partners would include Clark State Community College, Wright State University, and the Springfield City Schools who would form a governing board under a joint powers arrangement. The status of becoming a 501C3 will create an entity that is totally separate from the College, and the College will have no financial risk associated with it. Our primary responsibility will be to articulate the curriculum with higher education partners, particularly Ohio and provide dual enrollment opportunities to students attending the Academy.

Impact on students and/or student learning: New curricular focus for the College with dual enrollment opportunities

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees support the concept of a Global STEM Academy, assist in the establishment of a Bioscience and Food Science Agricultural focus at the school, and be an active partner on the governing board of the alternative school.

Trustee Doyle made a motion to approve the action items listed above. Trustee Mercurio seconded, and the motion passed unanimously.

Ohio Association of Community Colleges Awards

Each year the Board of Trustees nominates candidates for the Excellence Awards presented by the Ohio Association of Community Colleges. The Maureen C. Grady Award for Special Achievement recognizes individuals who have excelled in their roles as Trustees. Past nominees for the award from Clark State are:

- 1998 – John Field – received the Maureen C. Grady Award
- 2001 – Donna Hart received Outstanding Achievement in Trusteeship
- 2002 - Kay Hicke received Outstanding Achievement in Trusteeship
- 2003 - Dick Umbaugh received Outstanding Achievement in Trusteeship
- 2004 - Paul Robe received the Maureen C. Grady Award
- 2005 – John Harper received Outstanding Achievement in Trusteeship
- 2006 – Fred Leventhal received Outstanding Achievement in Trusteeship
- 2007 - Cathy Balas received Outstanding Achievement in Trusteeship
- 2008 - Alicia Sweet Hupp received Outstanding Achievement in Trusteeship
- 2011 – Les Smithers received Outstanding Achievement in Trusteeship
- 2012 – Faye Flack received Outstanding Achievement in Trusteeship

The proposed nominee for the 2013 award is C. William Mercurio. In addition, the proposed nominee for the Friend of Community Colleges is Lynn McLaughlin; and the proposed nominee for Outstanding Alumni is Bruce Matthews.

Impact on students and/or student learning: It is important to recognize the impact of our Trustees and community supporters on students and student learning at Clark State. It is also important to inspire our current students with the achievements of our alumni.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees approve the nomination of C. William Mercurio for the Maureen C. Grady Award for Special Achievement; Lynn McLaughlin for Friend of Community Colleges; and Bruce Matthews for Outstanding Alumni.

Trustee Phillips made a motion to nominate C. William Mercurio for the Maureen C. Grady Award. Trustee Evans seconded, and the motion passed with one abstention (Trustee Mercurio). Trustee Tiefenthaler made a motion to nominate Lynn McLaughlin for the Friend of Community Colleges award and Bruce Matthews for the Outstanding Alumni award. Trustee Doyle seconded, and the motion passed unanimously.

Real Estate Acquisitions

The Campus Master Plan identifies property that, if it becomes available for purchase, would be advantageous for the College to acquire such property. Over the past several months, two such opportunities have presented themselves. Discussions have been held with the Board Finance and Facilities Committee to keep them informed of these initiatives.

The Clark State Foundation entered into a purchase agreement for property in downtown Springfield. The Foundation Board approved the purchase and immediate donation of this property to the College. The property is located on the corner of South Limestone Street and Monroe Street (the Hughes Music property). The Board Finance and Facilities Committee, at their August meeting, passed a motion recommending that the full Board accept this donation of property.

The College has entered into a purchase agreement for property on Auburn Avenue adjacent to the Leffel Lane campus. This offer is contingent upon Board of Trustee and State of Ohio approvals. The property is surrounded on three sides by existing College property directly west of the Disaster Recovery Learning Lab. The property is appraised at \$27,500 which was the amount offered and accepted by the seller. The Board Finance and Facilities Committee, at their August meeting, passed a motion recommending that the full Board approve the purchase of this property contingent on State of Ohio approval.

Impact on students and/or student learning: Acquisition of the Auburn Avenue property will allow for future development of training facilities at the Leffel Lane campus.

Implications for budget, personnel, or other resources: There are no implications for the operating budget. The funds for the purchase of the Auburn Avenue property will come from College Reserves.

It was requested that the Board of Trustees approve the expenditure of \$27,500 from College Reserves for the purchase of property on Auburn Avenue. It was also requested that the Board of Trustees accept the donation of property on South Limestone Street from the Clark State Community College Foundation.

Trustee Doyle made a motion to approve the expenditure of \$27,500 from College Reserves for the purchase of property on Auburn Avenue and to accept the donation of property on South Limestone Street from the Clark State Community College Foundation. Trustee Phillips seconded, and the motion passed with one abstention (Trustee Noonan).

Report of the President

President Rafinski reported the following:

- The College is being honored at the Greater Springfield Chamber of Commerce Golden Leaf Gala on October 18th with the 2012 Golden Leaf Award. She invited Trustees and their spouses to attend.
- The Circle of Friends' Gala will be held on October 13 at the Hollenbeck Bayley Creative Arts and Conference Center. Dr. Nicholas and Thalia Pavlatos will be presented with the Founder's Award. This year, the dinner and entertainment will be provided in the same room.
- President Rafinski has been invited to participate in a couple of different forums to provide input in exchange for stipends, which will go back to the College. She attended one by Dynamic Campus previously and one by the Bill and Melinda Gates Foundation today. The Gates Foundation forum focused on potential ways to revamp the financial aid process.
- The 2012 SOCHE Economic Impact Study was recently released. The report confirms higher education's status as one of the region's most vital assets.
- Ohio college presidents recently met with Governor Kasich, during which he announced that he is appointing the same commission used to divide up the capital funds among Ohio colleges to look at redistribution of State Share of Instruction funding. Gordon Gee, who will again head the commission, indicated that he would deliver the results to the Governor by Thanksgiving.

Report of the Board Chair

Vice Chair Corbin reported that an updated list of upcoming events was distributed to all Trustees.

Trustees' Open Forum

No comments were made.

Executive Session – Personnel Matters

Trustee Noonan made a motion to move into Executive Session to discuss personnel matters. Trustee Doyle seconded, and the motion passed 8-0 by a roll call vote. Executive Session commenced at 7:21 p.m.

Trustee Phillips made a motion to exit Executive Session and return to general session at 7:38 p.m. Trustee Mercurio seconded, and the motion passed 8-0.

Presidential Search Firm Selection

Trustee Noonan made a motion to hire Academic Search, Inc. to conduct the search for the next Clark State president. Trustee Doyle seconded the motion, and it passed unanimously.

Adjournment

Trustee Phillips made a motion to adjourn the meeting, and Trustee Mercurio seconded. The motion passed unanimously, and the meeting adjourned at 7:39 p.m.