



## BOARD OF TRUSTEES REGULAR MEETING

Minutes  
June 27, 2023

The Clark State College Board of Trustees met in regular session in the Sara T. Landess Technology and Learning Center Boardroom with the majority of guests attending virtually via Zoom on Tuesday, June 27, 2023. Board Vice Chair Sharon Evans presided and called the meeting to order at 6:20 p.m.

### **Roll Call**

*Present in Person:* Andy Bell, Mike McDorman, Peggy Noonan, Becka Rowland-Buckley, Ben Vollrath, Vice Chair Sharon Evans, and President Jo Alice Blondin

*Present Virtually:* Board Chair David Ball

*Excused:* Kyle Hall

*Others Present in Person:* Dr. Adrienne Forgette, Vice President of Academic Affairs; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Dr. Dawayne Kirkman, Vice President of Student Affairs; Toni Overholser, Vice President of Advancement; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; and Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects

*Others Present Virtually:* Jessica Adams, Assistant Professor, Arts and Sciences/Faculty Senate President; Dan Ayars, Director of Facilities, Operations and Maintenance; Karen Benton, Interim Assistant Dean, Health, Human and Public Services; Dr. Travis Binkley, Dean of Enrollment Services; Kierre Brown, Instructor, Business and Applied Technologies/SOAR Participant; Petra Deason, Manager of Ticket Office Operations, Performing Arts Center/Staff Senate President-Elect; Dr. Scott Dolan, Dean of Health, Human and Public Services; David Farrell, Senior Staff Accountant; Garrett Fisher, Director of Nursing Programs; Natalie Johnson, Associate Dean, Regional Locations; Naomi Louis, Dean, Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Director of Institutional Research and Planning; Dr. Patience Olajide, Assistant Professor, Health, Human and Public Services; Elecia Spain, Assistant Dean, Access and Retention Services; Amy Sues, Dean, Institutional Effectiveness, Planning, Assessment, and Accreditation; Trish Voisard, Staff Accountant; William Weekley, Commercial Transportation Training Center Training and Test Center Manager/Staff Senate President; Nina Wiley, Assistant Vice President of Student Affairs; and Mia Yaniko, Education Section Chief, Ohio Attorney General's Office

### **Recognition of Guests**

Vice Chair Sharon Evans welcomed guests and asked members of the media to identify themselves.

### **Public Comment**

There were no public comments.

### **Conflicts of Interest**

No conflicts were reported.

## **Report of the Board Chair**

Chair Ball indicated that he had nothing to report at this time.

## **Report of the President**

President Blondin deferred to the Student and Staff Senates for updates. (Faculty Senate did not have a representative present at the time of the reports.)

Assistant Vice President of Student Affairs Nina Wiley indicated that Student Senator Christian Foster had an emergency arise, so she presented for him. Student Senators are excited to collaborate with Nazarae Butler and Breion Hawkins and other offices and organizations across campus on planning for Culture Fest in November 2023, and they are hoping it will become an annual event. Over the summer, Student Senate will be planning a robust Week of Welcome event to get people engaged and excited as students return for fall semester.

Staff Senate President William Weekley stated that Senators are continuing to focus on raising awareness regarding Staff Senate, getting Staff Assembly back up and running again, and fundraising to allow them to help staff who may need assistance. He also noted that this would be his last meeting, as Petra Deason will be Staff Senate President next year. Dr. Blondin thanked Mr. Weekley for his service this year.

Dr. Blondin reported the following:

- The College's Higher Learning Commission Peer Assurance Review took place yesterday and today, and we are hoping for a positive outcome. We should know the action taken within the next two months. It was noted that we are accredited through 2028.
- She was proud to be selected for the Dayton Business Journal's Workforce Advisory Board, which met yesterday. She was able to share information regarding our Modeling and Simulation Program.
- A copy of a Senate Bill 83 presentation was distributed to Trustees in their blue folders, along with an overview by the Ohio Association of Community Colleges of the Senate Omnibus Amendment Requests and a document by Allison Lawlor comparing the different versions of Senate Bill 83. She reported that yesterday afternoon, the House voted to extend budget talks through July 7, should they need it, as the House voted not to concur with the Senate's budget. We had some wins, including \$15 million in workforce ready grants. Sean Dunn and Lisa Dodge are still optimistic that we will have a budget to the Governor on Friday, and President Blondin will continue to communicate with the Board and campus as soon as something concrete develops.
- An article entitled, "Why Students Opt Not to Enroll" was distributed to Trustees. She noted that the number one reason students opt out according to this article is mental health, and we are seeing an increase in mental health issues on campus and trying to be more strategic in conversations about enrollment. She indicated that she hopes society is getting a handle on this and that the College is getting back on track with less turnover, returning back to pre-pandemic numbers. Trustee Noonan mentioned that she volunteered to review Foundation scholarship applications this year, and approximately 60-70% of applicants mention stress or mental health issues.

## **Approval of Minutes**

Vice Chair Evans asked for a motion to approve the minutes of the Regular Board Meeting held on May 16, 2023. Trustee McDorman made a motion to approve the minutes as written; Trustee Bell seconded, and the motion passed unanimously via a roll call vote.

## **Board Finance and Facilities Committee Report**

The Board Finance and Facilities Committee met June 13, 2023 at 8:00 a.m. in the Sara T. Landess Technology and Learning Center Boardroom (TLC 113), as well as virtually via Zoom. Those present included: Andy Bell, Committee Chair; Dave Ball, Board Chair; Trustee Members Sharon Evans, Kyle Hall, Peg Noonan, and Becka Rowland-Buckley; Dr. Blondin, President; Dr. Adrienne Forgette, Vice President, Academic Affairs; Dr. Matt Franz, Senior Vice President, Technology, Safety and Strategic Initiatives; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Susan Kelly, Recorder

- Approval of May 9, 2023, Meeting Minutes
- Financial Statements through May 2023
- Indirect Cost Agreement
- Clark County Public Library Collaboration Update
- Capital and Community Projects Update
  - Fire Station/GISA Expansion/Rhodes Hall Phase IV
- Legislative Update
- Adoption of FY 2023-2024 General Fund Budget
- Adoption of FY 2023-2024 Auxiliary Fund Budgets
- Tuition and Fee Schedule 2023-2025
- Dual Enrollment Partial Tuition Waiver
- Military Tuition Discount
- Open Discussion
- Next Meeting – September, 12 at 8:00 a.m. – TLC 113/Virtually via Zoom

### **Financial Statements through May 2023**

The financial statements detailing revenues and expenses through May 31, 2023, were distributed to Trustees prior to the meeting. The following was noted:

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

Student tuition and fees revenue represents Fall, Spring and Summer semester activity. Revenue is lagging in comparison to budget. Enrollment initiatives persist in an effort to have a positive impact on final Summer enrollment.

Workforce Non-Credit Training revenue is currently below budget.

Performing Arts Center (PAC) ticket revenue is currently below budget. PAC/HBC rental revenue is currently above budget and reflects some pass-through facility usage charges that were invoiced to renters.

Overall expenses are tracking below budget in most categories and serves as an offset to the reduced revenue.

Bookstore operations is reflecting revenue below budget for the year but this is substantially offset by reduced expenses. Commercial Transportation Training Center (CTTC) has gained significant traction on revenue compared to the last two years due to more support from the State, the recent approval to

become a testing location in Ohio, and the leadership in that division leveraging both to benefit student training. Parking expenses are trending above budget at this time due to some paving projects initiated at the beginning of this fiscal year. In addition to the new partnership with Fresh Abilities at the Eagles Nest, food service at Clark State is supplemented by expanded vending options provided by Sheehan Brothers Vending. All revenue in the Food Service budget is provided by a cooperative commission agreement with Sheehan Brothers Vending.

### **Board Human Resources Committee Report**

The Board Human Resources Committee met on Tuesday, June 20, at 1:00 p.m. virtually via Zoom with Committee Chair Sharon Evans; Committee Members Kyle Hall and Mike McDorman; and Board Chair David Ball in attendance.

The Committee discussed the Presidential Incentive Plan accomplishments for 2022-2023.

### **Legislative Update – Short-Term Pell Proposals**

While we are focused on the Biennial Budget Bill and SB 83 here in Ohio, there have been several developments regarding Pell grants for short-term programs at the federal level. Currently, there are three legislative proposals to provide Pell grants for short-term programs. They are: H.R. 496, H.R. 1655, and S. 161.

Similarities:

1. All programs must be linked to in-demand industries or occupations and meet the hiring requirements of potential employers.
2. All eligible students must be enrolled in or accepted into an eligible program.

Differences:

1. Each proposal defines eligibility a bit differently, such as whether an eligible student had already completed an undergraduate or post-baccalaureate degree.
2. Two of the proposals include industry-recognized credentials as part of eligibility.
3. Two set performance goals, and allow both public and private higher education institutions to participate.

Rep. Stefanik, along with Chairwoman Foxx, introduced Promoting Employment and Lifelong Learning (PELL) Act, H.R. 496 (January 23, 2023). Original co-sponsors included Rep. Banks (R-IN), Rep Hinson (R-IA), and Rep. G. Thompson (R- PA)

The bill amends the Higher Education Act to add short-term programs beginning July 1, 2024, that are at least 150 clock hours of instruction but not more than 600 clock hours or the equivalent number of credit hours offered during a minimum of eight weeks and maximum of 15 weeks. Additionally, to be eligible, an accrediting agency or association recognized by the Department of Education (ED) must determine whether the program:

- Provides education aligned with the requirements on in-demand industry sectors or occupations as defined in the Workforce Innovation and Opportunity Act (WIOA).
- Meets the hiring requirements of potential employers in those sectors or occupations.
- Has been offered for not less than one year prior to determination.
- Have a verified completion rate of at least 70 percent (within 150 percent of the normal time for completion) and a verified job placement rate of at least 70 percent.

- provides a positive return on investment for the students and taxpayers as defined by WIOA standards.

Ranking Bobby Scott introduced Jobs to Compete Act H.R. 1655 with original co-sponsors Rep. Blunt Rochester (D-DE), Rep. Norton (D-DC), and Rep. DeSaulnier (D-CA) (March 17, 2023).

This legislation provides additional criteria outlined in H.R. 496, including several references to credential/certification, including:

- is a career and technical education program at an eligible higher education institution.
- is aligned with the requirements of high-skill, high-wage or in-demand industry sectors or occupations as determined by the State board or local board.
- provides the program (after validation by the state or local board, the state agency for Perkins, the eligible local agency or industry or sector partners in partnership with the state or local board) through an educational training partner.
- demonstrates 19 months after program has been approved as an eligible workforce program, that students who complete receive a median increase of 20 percent median earnings compared to the median earnings of such student prior to enrolling in the program.
- requires that the program post prominently and publicly on its website and provide written disclosure to each prospective student information on various data points, including completing rates and costs.

Senators Kaine and Braun (with 37 bipartisan co-sponsors) reintroduced Jumpstarting Our Businesses by Supporting Students (JOBS) Act S. 161 (January 31, 2023). It has received significant support by various select education, workforce, and industry organizations.

This bill:

- provides not less than 150 and not more than 600 clock hours of instruction time over a period not less than 8 weeks and not more than 15 weeks.
- provides training aligned with requirements of high-skill, high-wage or in-demand industry sectors or occupations in the state or local area.
- is a program of training services provided through an eligible training provider as described in WIOA.
- provides a student, upon completion, with a recognized postsecondary credential recognized by employers in relevant industry, including credentials recognized by industry or sector partnership.
- includes institutional credit articulation for a student enrolled in a noncredit job training program
- identifies a process for determining institutions' capability to effectively offer an eligible program.
- requires that the program identifies each recognized postsecondary credential offered and the corresponding industry or sector partnership that actively recognizes each credential in the relevant industry in the state or local area.
- provides the academic content and amount of instructional time that is sufficient to meet the hiring requirements of potential employers.
- coordinates a data sharing agreement between Department of Education and Department of Labor to ensure access to performance indicators.

*(adapted from information provided by WorkCred)*

## **Enrollment and Program Update**

### Enrollment Updates

Strategic Management Plan (SEMP) 2023-2025—working the SEM with Dean of Enrollment Services,

Academic Affairs, and Marketing. Specifically with Enrollment Process and Slate, High School Connections with College Credit Plus and Tech Prep, and Bachelor's Degrees.

Special Enrollment Events—Springfield High School and School of Innovation on Friday, March 24; High School Graduation Events on Wednesday, April 19, and Wednesday, April 26; Walk-In Service Days on Wednesday, May 17, and Thursday, May 18; Let's Rock Enroll on Thursday, June 1; nine major Fall Registration events on Wednesdays and Saturdays; Military and Veteran Appreciation Day on Thursday, June 22; and regularly scheduled Financial Aid and Scholarship Workshops.

Mobile Recruiting—four Saturdays at Springfield Farmer's Market, four evenings at Springfield Arts Festival, Clark County Fair, and more.

Outreach in May—College Fairs at Miami Valley Hospital, Northmont High School, Ohio-Hi Point Future Fest, and Springfield High School; Career Exploration/Fairs at Eighth Grade Exploration Event, Jacob Coy Middle School, Stebbins High School; Education Fair at Kettering Health Network; Job Fair at Montgomery County Youth; Life Fair at London Middle School; and Signing Days at Cliff Park High School, Graham High School, Springfield CTC, and Tecumseh High School.

Steps of Enrollment and Slate—Enrollment Services and Admissions are working to simplify our onboarding and steps of enrollment for students (e.g., apply, assess, and register).

Calling Campaigns with Edamerica—working with Dean of Enrollment Services and Student Affairs. Edamerica will help with campaigns for applicants to registrants (that have timed out of the Admissions team queue), as well as continuing students that have not registered for fall.

### Program Updates

The academic year concluded and was celebrated with students and their families. The student speakers told inspiring stories of how they overcame barriers to be successful and how they hope to make a difference for others in the future.

#### School of Health, Human and Public Services (HHPS):

- Garrett Fisher was promoted to Director of Nursing. Garrett's experience as a Clark State faculty member allows him to hit the ground running.
- Karen Benton, from our Criminal Justice program, has agreed to serve as the Interim Assistant Dean for HHPS while we conduct a search for this position.
- The Practical Nursing program has worked with Student Affairs to start a new program at the Greene County Career Center similar to the one at Ohio Hi-Point.
- The Nursing Program is exploring possibilities for an accelerated LPN and RN cohort for the 2024-2025 academic year.
- The Criminal Justice program is offering a CSI camp this summer. Bringing future students to campus for fun career exploration activities is a good way to generate interest in programs.
- We will be offering STNA and courses in our Addictions and Recovery program at our Xenia location.

#### Business and Applied Technologies:

- The Laser Materials and Photonics (LMP) program will begin Fall 2023. An Engineering Summer Fest is scheduled for July 29 as part of the marketing for this program.
- The Diesel Technology program is in the process of relocating to Ohio Hi-Point and will be offered there beginning in the Fall semester.

#### Arts and Sciences:

- The new Student Success course will roll out in the Fall with a focus on developing belonging and helping students connect to the College and support structures. Students will also identify strengths they can build on and engage in career exploration.
- The new co-requisite course in English will also roll out this Fall. The goal is to increase the number of students who complete college-level English in their first year.

#### Institutional Effectiveness:

- Our report for the Higher Learning Commission (HLC) four-year review is in the final stages of editing.
- A team led by Amy Sues, Dean for Institutional Effectiveness, will be participating in the final event of the four-year Assessment Academy project which has led to significant improvements in course and program assessment at Clark State.

Dr. Kirkman gave kudos to his enrollment team led by Dr. Travis Binkley, noting that he is very proud of them and their diligent efforts. Discussion ensued regarding College Credit Plus students and a meeting we have scheduled with Dr. Hill at Springfield City Schools since they do not seem to be promoting the program as much as other area schools, and students are missing out on this valuable opportunity. It was noted that CCP students are more likely to complete high school, and although the high schools might lose a little tuition money, they would make up for it in completion numbers. Trustee McDorman reported that an ad hoc education committee in the city is discussing this topic and how we must do better by these students since only 20% are going on to college or the military, and we are unsure about the remaining 80%. The group concurred that is an issue that needs to be addressed, and we are here to help.

#### **ASPIRE Program Update**

Aspire—A grant-operated program that provides free classes to students who are looking to prepare for their High School Equivalency test (GED or HiSET) or improve their English skills in order to prepare for an adult certificate training program, leading them to better job offerings. Classes are held daily, with students receiving in-person and virtual instruction over a 13-week course.

Aspire Recognition—The Aspire Recognition was held on Tuesday, June 6, 2023, at 9:00 a.m. in the LRC Community Rooms 207/209. During this event, we recognized all 113 currently enrolled students in the Aspire program and awarded 66 students with a certificate for making a measurable skill gain over the last year. At the event, President Blondin and Senior Vice Chancellor Gary Cates spoke and shared their thoughts about the program.

Aspire Data Points—In the 2022-2023 fiscal year, Clark State's Aspire program served 283 students. The program has been making serious gains in persistence, one of the four categories the state collects data toward. Persistence here is defined as how many hours each student receives instruction. At this time last year, our students averaged approximately 47 hours, which was below the state average (approximately 57 hours). As of today, our students are receiving an average of 72 hours of instruction- an increase of 56%! The data pulled in May and June showed Clark State's Aspire program as number one in the state for persistence. The Aspire Program is re-opening its Bellefontaine location at Ohio Hi-Point after a hiatus resulting from the pandemic. Once that position is filled, the Aspire program will be fully staffed with two full-time team members, five part-time instructors, and one part-time data specialist.

## **Technology, Safety and Strategic Initiatives Update**

### Technology

- The first of several major upgrades to our core network infrastructure took place. This allows us to move off of aged and out of support equipment and on to more capable and scalable gear that will allow us to continue to provide exceptional service to students, faculty, and staff.
- A major transition took place on June 20<sup>th</sup> as we shifted from Vonage to Zoom as our telephone provider. In the process we switched over 462 phones; 24,000 users; dozens of call flows and auto attendants; and more. The transition took just over an hour but was under planning for more than 3 months of weekly meetings and many hours of testing, configuration, and approvals. This change allows Clark State to centralize on a single platform for meetings, webinars, phones, SMS, team chats, etc. Additionally, it also reduces the cost to the College for telephony services by a considerable margin.

### Safety

- Clark State will be deploying a new mobile app called Raptor Alert later this summer. This app will allow anyone on campus to report suspicious behavior, safety or security incidents, and even contact 911 with specialized GPS integration with the dispatch centers. When used, dispatch can see specifically where the call is taking place and provide actionable and specific information to first responders.
- We are actively planning scale drills, exercises, and table tops for the Fall and Spring semesters next academic year. These are critical to ensuring people are aware of the various types of emergencies that can occur and provides them with information on how to respond.

### Strategic Initiatives

- Executive Council has met to discuss the feedback from the Strategic Planning Day to work on some actionable metrics. Additionally, an ad hoc workgroup is being formed to assess the feedback on how our all-college committee structures are designed to ensure they work in support of the plan, to reduce duplication of effort, and to increase participation and opportunity to all faculty, staff, and students.

Dr. Franz reported that cybersecurity keeps him up at night. Our students were the majority of victims because they have not necessarily had the training needed to inform them about how to identify risks. In an effort to help with this, as of June, two-factor authentication was implemented for students. Normally it would cost \$30,000 per year to provide this, but Information Technology's Systems Engineer Andrew Deans created a custom program that could end up saving us \$50,000 when all employees are also converted to it. Now students are also protected, and this is a big win for the College. Kudos was given to Andrew for his fantastic work on this.

## **Marketing, Diversity, and Community Impact Updates**

- Marketing:
  - Two more commercials have been completed.
  - Fall campaigns continue.
  - Billboards have been placed - two in Springfield and three in Greene County.
  - The Marketing, Communication, and Outreach plan has been published and is attached for review.



- Diversity:
  - Equity policy review continues.
  - Mirrors and Windows sessions will focus on Community Impact this summer.
  - Collaborating with Student Affairs to review goals and diversity, equity, inclusion, and belonging to implement for 2023-2024.
  
- Workforce and Business Solutions:
  - The Commercial Transportation Testing and Training Center provided Continuing Education training for current instructors on June 9, 2023.
  - Collaborating with the school of Health, Human, and Public services to offer STNA training in Bellefontaine for Logan Acres.
  
- Performing Arts Center (PAC) and Hollenbeck Bayley Conference Center (HBC):
  - Flavors for Springfield Symphony Orchestra at the HBC on June 3<sup>rd</sup>
  - Honored the PAC volunteers at the annual dinner on June 6<sup>th</sup>
  - African American Fund Gala at the HBC on June 8<sup>th</sup>
  - “Behind the Curtains Dance recital” at the PAC on June 9<sup>th</sup>
  - Mercy Springfield symposium at the HBC on June 9<sup>th</sup>
  - Hosted the Miami Valley Dance recital at the PAC through June 14<sup>th</sup>-June 17<sup>th</sup>
  - Cliff Park graduation at the HBC on June 16<sup>th</sup>
  - Police Wives’ Police Ball at the HBC on June 24<sup>th</sup>

## **Foundation Update**

- The Foundation awarded over \$350,00 in scholarships to 335 students for the 2023 academic year. Last year we awarded just over \$160,000 to 162 students. This significant increase is the result of the Board’s financial stewardship and gains that were realized during the transition to a new investment manager.
- A room dedication ceremony was held on June 20 in the Brinkman Education Center, in honor of Deputy Matthew Yates. To date, over \$17,000 has been donated to the Matthew Yates Memorial Scholarship supporting Clark State students in our Criminal Justice program.
- The Scholars Program has 31 students registered for the summer semester. The program is implementing several new support strategies for this academic year, which include increased customized personal support, engagement with faculty, and increased collaboration with the TRIO program. We currently have 38 Scholars mentors, and many more are needed.
- College for Kids and Teens – This year we partnered with the Braxton Miller Foundation to provide additional scholarship support and increased programming doubling the total number of camps from 10 in 2022 to 20 in 2023. Limited space is available for our July programs. <https://www.clarkstate.edu/academics/youth-outreach-programs/college-for-kids-and-teens/>
- Project Jericho’s Open Studio and Studio met for the final time this year on May 8. Forty young people participated in the program on a weekly basis throughout the year. In June, Project Jericho is hosting three summer programs. Mindfulness Art meets twice a week with participants in the Clark County Department of Job and Family Service’s CCMEP Leadership Academy. Another meets twice a week to travel to local fine artist Lynda Pauley’s Prairies Edge Studio to learn the fine art of pastel painting. The third and final program will teach a group of teens how to throw ceramics on a wheel with University of Dayton professor Geno Luketic.

## **Action Items**

The following items were presented for Board approval:

### ***Personnel Recommendations – Exempt/Non-Exempt Employees***

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

#### New Hires:

- Adria Flannery, Financial Aid Specialist, Student Affairs, effective 5/30/23
- Abby O'Bryant, Admissions Specialist, Student Affairs, effective 6/20/23

#### Personnel Changes:

- Karen Benton, Interim Assistant Dean, Health, Human and Public Services, effective 5/8/23
- Garrett Fisher, from Instructor, Health, Human and Public Services to Director, Nursing Programs, Health, Human and Public Services, effective 5/15/23

#### Retirements/Resignations/Departures:

- Andrea Fulton, Advising and Retention Specialist, effective 6/9/23
- Lauren Kelley, Accounts Payable/Purchasing Clerk, effective 8/18/23

#### Open/Advertised Positions:

- Accounts Payable/Purchasing Clerk
- Advising and Retention Specialist
- Assistant Dean, School of Arts and Sciences
- Director, Conference Services and Venue Operations
- Financial Aid Specialist

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

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2022-2023 and 2023-2024 budgets.

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

### ***Personnel Recommendations for Instructional Faculty***

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

#### Personnel Change:

- Senti Longkumer from Assistant Dean, Arts and Sciences to Instructional Faculty, English, Arts and Sciences

Open/Advertised Positions:

- Instructional Faculty – Biology, Academic Affairs
- Instructional Faculty – Computer Software Development, Business and Applied Technologies
- Instructional Faculty – Practical Nursing, Academic Affairs
- Instructional Faculty – Registered Nursing, Academic Affairs (eight positions)
- Instructional Faculty and Program Coordinator – Professional Administrative Technology/  
Professional Medical Technology

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

Implications for budget, personnel, or other resources: Funding for the above personnel action is in the 2022-2023 and 2023-2024 budgets.

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

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

***Tuition and Fees Schedule 2023 - 2025***

There are many factors that contribute to tuition increases including investments in technology, service improvements, program expansion, the growing cost of health care, and maintaining competitiveness in attracting/retaining talented workforce. Discussions related to setting tuition and fee rates take all of this into consideration along with the availability of federal, state and institutional grants, loans and scholarships.

Legislative leaders will be adopting the FY 2024/FY 2025 State Biennial Budget. As part of that budgeting process, the state has authorized an increase of \$5.00 per credit hour in FY 2024 and another increase of \$5.00 in FY 2025. We propose adopting this \$5 per credit hour increase in the instructional fee for both years. All other general fees will remain the same as listed below.

|                                      | CURRENT    | RECOMMENDED FY24 | RECOMMENDED FY25 |
|--------------------------------------|------------|------------------|------------------|
| Instructional/per credit hour*       | \$142.33   | \$147.33         | \$152.33         |
| General/per credit hour              | \$11.00    | \$11.00          | \$11.00          |
| Technology/per credit hour           | \$11.00    | \$11.00          | \$11.00          |
| Career Advantage Fee/per credit hour | \$6.00     | \$6.00           | \$6.00           |
| Auxiliary/per semester               | \$7.50     | \$7.50           | \$7.50           |
| Total Annual Amount**                | \$5,124.90 | \$5,274.90       | \$5,424.90       |

\*Out of State Instructional Fee will be \$294.66 in FY 2024 and \$304.66 in FY 2025

\*\*30 credit hours per academic year

The above recommendation was discussed by the Board Finance and Facilities Committee at its June 13<sup>th</sup> meeting. The Board Finance Committee recommends approval to the full Board.

Impact on students and/or student learning: The adoption of this additional fee base will provide the necessary resources for Clark State to achieve its goal of developing, maintaining, and strengthening

academic programs while also improving the student experience and positively impacting retention and completion rates.

Implications for budget, personnel, or other resources: The adoption of this additional fee base will allow Clark State to make the necessary investments in its people, its programs, and the infrastructure that supports them and the students that they serve.

It was requested that the Board of Trustees accept the recommendation to increase the instructional fee by \$5.00 per credit hour for both FY 2024 & FY 2025 as permitted by the State Biennial Budget.

### ***Dual Enrollment Partial Tuition Waiver***

Clark State College pursues partnerships with regional school districts for the purpose of offering dual or concurrent enrollment opportunities to high school students. The program has a target of not more than 20% of overall enrollment for the College. Students who earn college credit in high school are more likely to attend and complete college. Increasing the number of college graduates in the region is a proven economic development strategy. Furthermore, credits earned in high school may reduce the time it takes to earn a degree and reduce student debt.

Ohio passed College Credit Plus legislation stating the Ohio Department of Higher Education shall pay an institution of higher education enrolling a student under the College Credit Plus program a per credit hour amount. Division (A) (1) of section 3365.07 of the Revised Code established a “ceiling” amount which is equal to the institutions standard tuition rate for classes taught on the college campus, a “middle” amount which is 50% of the ceiling rate for classes taught online or in-person by college faculty and delivered in the high school, and a “floor” amount for classes taught in the high school by high school teachers.

According to division (A)(1) of section 3365.07 of the Revised Code, this per credit hour tuition structure applies to all students in Ohio public schools attending public colleges and universities and to the subset of private school, home schooled, and charter school students who apply and are awarded funding from the state. College Credit Plus tuition structure does not apply to private, home schooled and charter school students who are not awarded funding from the state, nor to out-of-state students. Those students are considered to be outside of the College Credit Plus program, and thus they are required to pay full tuition.

College Credit Plus is a valuable recruitment tool to attract academically qualified students to Clark State College. Establishing a uniform tuition structure for all students enrolling in dual enrollment courses, regardless of the source of the tuition payment, promotes fairness and provides clear and consistent information to assist students and families as they navigate the dual enrollment landscape. Therefore, Clark State has elected to charge the floor as our tuition structure for the College Credit Plus program, regardless of the modality for all partnering school districts. We recommend that the Board of Trustees approve a partial tuition waiver that equates to Clark State’s tuition rate minus the state approved floor amount (currently \$41.64 for the 2022-2023 Academic Year) for public/nonpublic, home schooled and charter school students who are not sufficiently funded and are enrolled in an approved dual enrollment program, effective for the FY 2023-2024 and FY 2024-2025 academic years beginning Fall semester 2023.

Clark State will submit the required request to the Chancellor for approval.

Impact on students and/or student learning: Dual enrollment increases educational attainment and is part of a wider regional economic development strategy. Furthermore, credits earned in high school may reduce the time it takes to earn a degree and reduce student debt.

Implications for budget, personnel, or other resources: The implications for the College's budget are both direct and indirect. The waiving of tuition to accommodate the state's floor rate for College Credit Plus impacts revenue. However, this approach ensures Clark State's competitiveness in the College Credit Plus landscape. In addition, CCP students qualify for State Share of Instruction funding.

It was requested that the Board of Trustees approve a partial tuition waiver to meet the state's College Credit Plus floor rate for public/nonpublic, home schooled, and charter school students enrolled in an approved dual enrollment program effective Summer 2023 through Spring 2025, subject to the approval by the Chancellor of the Ohio Department of Higher Education.

### ***Military Tuition Discount***

In June 2017, the Board of Trustees approved a military tuition discount for fifty percent (50%) for active duty military to now include reservists and Ohio National Guardsmen, and in June 2019 a corresponding fifty percent (50%) reduction for spouses.

The previous Board approvals expire Summer 2023. Therefore, we are requesting that the Board renew approval of the fifty percent (50%) discount for active duty, reservists, Ohio Air National Guard members, and their spouses from Fall 2023 through Summer 2025.

Clark State College will submit the necessary request to the Chancellor for approval.

Impact on students and/or student learning: The military discount to our military students and their spouses will increase the educational opportunities for more students.

Implications for budget, personnel, or other resources: The implications for the College's budget are both direct and indirect. The discounting of tuition will reduce revenue, but could increase tuition from students who might not otherwise attend. Participating students count toward the College's formula for state share of instruction funding.

It was requested that the Board of Trustees approve the renewal of the extension of a 50% tuition discount for active duty, reservists, Ohio Air National Guard members and their spouses from Fall 2023 through Summer 2025, subject to the approval of the Chancellor.

***Trustee Noonan made a motion to accept the recommendation to increase the instructional fee by \$5.00 per credit hour for both FY 2024 & FY 2025 as permitted by the State Biennial Budget; to approve a partial tuition waiver to meet the state's College Credit Plus floor rate for public/nonpublic, home schooled, and charter school students enrolled in an approved dual enrollment program effective Summer 2023 through Spring 2025, subject to the approval by the Chancellor of the Ohio Department of Higher Education; and to approve the renewal of the extension of a 50% tuition discount for active duty, reservists, Ohio Air National Guard members and their spouses from Fall 2023 through Summer 2025, subject to the approval of the Chancellor. Trustee Rowland-Buckley seconded, and the motion passed unanimously via a roll call vote.***

### ***Adoption of 2023-2024 General Fund Budget***

Revenue Assumptions:

- State Share of Instruction (SSI)

- SSI based on 50% access, 25% course completion, 25% success points
- Final SSI projection received from ODHE on 05.18.2023 was \$16,263,261 but that number has been recently adjusted to \$16,205,435 to reflect further reduction in funding proposed by the State Senate on 06.06.2023.
- Base SSI projections reflect an increase of \$49,263 from FY23 appropriations
- SSI represents 49.3% of total general fund budget
- Student Fee Revenue
  - Decrease of 1.25% of FY23 budgeted revenue, which reflects a \$5 increase per credit hour for FY 2024
  - Total Student Fees are 45.4% of the total General Fund budget
- Other Income
  - Investment interest revenue is expected to grow
  - \$450,000 in contributions from the Foundation for College endeavors

Expenditure Adjustments:

- Salary and benefits represent 74.7% of total budget
- Faculty and Staff raises of 1% have been added (\$150,000 budget impact)
- Increase adjunct faculty rate to \$660 per credit hour (\$420,000 budget impact)
- Six percent of the health insurance premium increase is absorbed by the College (\$190,000 budget impact)
- HEERF expenditures of \$246,700 have been added
- Transfer of \$211,000 in student scholarship expense from College operations to the Foundation
- Contingency budgeted at \$667,800 or 2.0%.

This Budget was presented to the Board Finance and Facilities Committee at its June 13, 2023, meeting. The Committee recommends that the Board of Trustees approve the General Fund Budget. (Copies are available in the office of the Vice President for Business Affairs.)

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 2024 General Fund budget was developed in conjunction with the Budget Advisory Council. The Council developed various assumptions related to revenue and prioritized initiatives to fund using any new funds.

It was requested that the Board of Trustees move to adopt the FY 2024 General Fund budget, as presented, in the amount of \$32,902,339.

***Adoption of 2023-2024 Auxiliary Fund Budgets***

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.

Developed with the assistance of the managers of the auxiliary enterprises, all auxiliary operation budgets are presented as balanced.

Since outsourcing to online bookstore operations through eCampus, it is anticipated that the bookstore will rely upon its aggregate fund balance to maintain a balanced budget for FY24. By outsourcing to eCampus, students are provided with more affordable options (new, used, rentals, ebooks) when securing their textbooks for courses at Clark State. As part of the partnership, the Bookstore receives a nominal commission from all textbook sales and buybacks. In addition to that revenue, the Bookstore maintains retail services on site to assist students with all of their supplemental education-related purchasing needs, including Clark State branded apparel. As the College continues to further adopt Open Educational Resources (OER) in the classroom as a cost-savings measure for students, this will impact the College's revenue but strongly benefit our students.

The landscape of Food Service at Clark State changed in FY 2022. Clark State partnered with Fresh Abilities to meet the food service needs of our students, faculty, and staff at the Eagles Nest while also meeting the work force development needs of Fresh Abilities. In addition to serving our campus community, they also draw people from the greater Springfield community onto our campus. We still provide all the kitchen/dining space (including utilities) and all of the equipment for their use but the College has saved \$100K a year on expenditures previously incurred to outsource food service through a third-party. In addition to the new partnership at the Eagles Nest, food service at Clark State is supplemented by expanded vending options provided by Sheehan Brothers Vending. All revenue in the Food Service budget is provided by a cooperative commission agreement with Sheehan Brothers Vending.

Parking revenue is generated from a portion of the \$7.50 auxiliary services fee charged to each student each semester. Fifty percent (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.

The Commercial Transportation Training Center (CTTC) has a balanced budget. With added support from the State for students desiring to participate in a transportation training program, it is expected that the CTTC program will see a boost in enrollment. FY2024 will be their second full year as a testing location - which also has a positive impact on their budget.

This Budget was presented to the Board Finance and Facilities Committee at its June 13, 2023, meeting. The Committee recommends that the Board of Trustees approve the Auxiliary Fund Budgets. (Copies are available in the office of the Vice President for Business Affairs.)

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, provide excellent service to students, as well as to procure and maintain state-of-the-art equipment, vehicles, and technology.

Implications for budget, personnel, or other resources: Auxiliary budgets are presented as balanced.

It was requested that the Board of Trustees move to adopt the fiscal year 2023-2024 auxiliary fund

budgets, as attached, effective July 1, 2023.

***Trustee McDorman made a motion to adopt the FY 2024 General Fund budget, as presented, in the amount of \$32,902,339 and to adopt the fiscal year 2023-2024 auxiliary fund budgets, as presented, effective July 1, 2023. Trustee Bell seconded, and the motion passed unanimously via a roll call vote.***

### ***Richard O. Brinkman Award***

In September 2018, during the 25<sup>th</sup> Anniversary year of the Clark State Performing Arts Center (PAC), Clark State Community College retired the PAC Founder's Award, which was established to highlight those individuals and businesses that made significant leadership and financial contributions to the establishment of the PAC. The Foundation Board and past PAC Founder's Award winners recognized that the award had served its purpose of identifying those who had been instrumental in the founding and sustainability of the Performing Arts Center, and also articulated a need to continue to identify, on a broader, more comprehensive scale, those individuals, businesses, and groups that contributed to the College as a whole.

Therefore, as the College retired the PAC Founder's Award at the Annual PAC Gala in September 2018, Clark State inaugurated its first public college-wide recognition award, entitled the Brinkman Award. The Brinkman Award, named after Richard O. Brinkman, the first and founding President of Clark State, is awarded to an individual, business, or group that has contributed significantly to the College through:

- Increasing the visibility of Clark State and its services locally, regionally, and nationally;
- Providing significant resources to Clark State to grow programs, facilities, and services;
- Impacting student success in the present and sustaining that impact into the future.

The Brinkman Award differs from the "Champion of Clark State" Award, which is an internal award given at Charter Night to showcase an individual who has championed Clark State through service or community advocacy.

The Brinkman Award will be given at the Clark State Presidential Awards' Banquet as appropriate. The Brinkman Awardee will be selected by the President of the College and presented to the Clark State's Board of Trustees.

Past Brinkman Awardees include: 2018, The Dr. Warren G. Elliott Family; 2019, Alicia and Greg Hupp; 2020, No award due to COVID; 2021, Dr. Amrit and Shashi Chadha; and 2022, The Turner Foundation.

This year, I am pleased to announced that the Springfield Foundation will receive the 2023 Richard O. Brinkman Award, to be presented at the annual President's Awards Banquet on Tuesday, 26 September at the HBC. The Springfield Foundation has supported scholarships, workforce development, youth programming, and capital projects at Clark State, with significant gifts supporting the creation of State-Tested Nurse's Assistant labs in the Applied Sciences Building and scholarships totaling more than \$200,000. The Springfield Foundation has given more than financial resources; they have been an important partner in workforce development training, arts partnerships, and diversity workshops for non-profits. The Springfield Foundation is deserving of this award, and we look forward to honoring the organization at the President's Awards Banquet in September. Springfield Foundation Executive Director Suzie Carey has agreed to accept the award on behalf of the Springfield Foundation.

Impact on students and/or student learning: None



Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees approve the honoring of the Springfield Foundation with the 2023 Richard O. Brinkman Award.

***Trustee Rowland-Buckley made a motion to approve the honoring of the Springfield Foundation with the 2023 Richard O. Brinkman Award, and Trustee Noonan seconded. The motion passed unanimously via a roll call vote.***

### ***Faculty Promotions in Rank***

The promotion process for faculty begins in the fall of each year. After working a specified number of years in a rank, a faculty member is eligible to apply for the next higher rank (copies of the promotion criteria were distributed to Trustees prior to the meeting).

To be considered for promotion in rank, the eligible faculty member must submit a curriculum vitae and an application letter summarizing how they meet the criteria. This letter initiates the promotion review process. Once an application is received the Human Resources Office provides the following information as part of the application packet: copies of Student Evaluation of Instruction scores, Year-End Activity Reports, and Administrative Evaluations. The dean reviews the information and provides a recommendation and forwards the promotion packet to the Promotion Committee. The Promotion Committee considers each application and makes a recommendation to the Vice President of Academic Affairs. Then the Vice President of Academic Affairs reviews the application materials and recommendations for each candidate and makes a promotion recommendation to President Blondin.

The following faculty are recommended for promotion this year:

| <b>Professor</b> | <b>Associate Professor</b> | <b>Assistant Professor</b> | <b>Principal Tech Instructor</b> |
|------------------|----------------------------|----------------------------|----------------------------------|
| Scott Dawson     | Arly Drake                 | Brielle Ward               | Cody Hollinger                   |
| Terry Filicko    | Carol Miller               | Avery Davison              |                                  |
|                  | Jon Kuehnle                |                            |                                  |
|                  | Chanpathana Siriphokha     |                            |                                  |

Impact on students and/or student learning: The faculty promotion process is important for the recognition and advancement of the faculty. A quality faculty is critical to successful teaching and student learning at the institution.

Implications for budget, personnel, or other resources: The budget for 2023-2024 already takes into consideration promotions in rank.

It was requested that the Board of Trustees approve the personnel actions outlined in the recommendations for promotion in rank.

### ***2023-2024 Laboratory and Special Fees Schedule***

The setting of the Laboratory and Special Fees Schedule for each year is part of the planning process for all academic schools. Adjustments are made each year to reflect the rising costs, and in some cases the reduced costs of supplies and fees. The academic schools make every effort to keep such costs at a minimum, while still providing a sound learning experience for our students. The proposed 2023-2024 fee

increases and decreases were distributed to Trustees prior to the meeting. This approval process became effective July 1, 2019, when the Ohio Legislature gave the Chancellor of the Ohio Department of Higher Education (ODHE) authority to approve all fees, inclusive of fees for new programs. The Business Office submitted the fee schedule and was notified that all fee requests have been approved by the Chancellor's office. (Copies are 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. These fees also cover other costs, including liability insurance, specialized industry credentials examinations, and specialized high cost instruction.

Implications for budget, personnel, or other resources: The 2023-2024 budget was built based on the Laboratory and Special Fees Schedule as presented.

It was requested that the Board of Trustees approve the 2023-2024 Laboratory and Special Fees changes effective with Fall 2023 semester, as presented.

***Trustee Bell made a motion to approve the personnel actions outlined in the recommendations for promotion in rank and to approve the 2023-2024 Laboratory and Special Fees changes effective with Fall 2023 semester, as presented. Trustee McDorman seconded, and the motion passed unanimously via a roll call vote.***

### **Trustees' Open Forum**

Trustee McDorman thanked the Clark State team for the hard work they consistently put in, noting that even in this tough, unprecedented time post-COVID when everyone is trying to figure things out, they are doing a great job.

### **Executive Session – President's Contract**

Trustee McDorman made a motion to enter Executive Session to discuss the President's contract. Trustee Rowland-Buckley seconded, and the motion passed 8-0 by a roll call vote. Executive Session commenced at 7:08 p.m.

Trustee Noonan made a motion to exit Executive Session and return to Regular Session at 7:27 p.m. Trustee McDorman seconded, and the motion passed unanimously via a roll call vote.

### ***Board Human Resources Committee Recommendations***

***Trustee McDorman made a motion to accept the Board Human Resources Committee's recommendations regarding President Blondin's contract. The motion was seconded by Trustee Noonan, and it passed unanimously via a roll call vote.***

### **Adjournment**

Trustee Vollrath made a motion to adjourn the meeting, and Trustee Rowland-Buckley seconded. The motion passed unanimously, and the meeting adjourned at 7:40 p.m.