

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes September 16, 2014

The Clark State Community College Board of Trustees met in regular session in the Boardroom of the Sara T. Landess Technology and Learning Center on Tuesday, September 16, 2014. Chairman Jim Doyle presided and called the meeting to order at 6:25 p.m.

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

Excused: Sharon Evans

Others Present: Cynthia Applin, Director of Institutional Research; Sue Bayes, Assistant to the Vice President of Academic Affairs; 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, Health, Human and Public Services; Dixie Depew, Controller; Jennifer Dietsch, Director of Marketing; Julie Falconer, Senior IT Executive, Campus Works; Theresa Felder, Vice President of Student Affairs and Greene Center Operations; Matt Franz, Director of Information Technology; Duane Hodge, Director of Workforce Development, Sales and Outreach; Matt Ison, Admissions Specialist/Staff Senator; Joseph Jackson, Vice President for Business Affairs; Dana Matt, Assistant Professor of Physical Therapy Assistance/Faculty Senate President Elect; Jim Miller, Assistant Attorney General, Education Section, State of Ohio; Marvin Nephew, Director of Human Resources; Amit Singh, Vice President of Academic Affairs; Amy Sues, Director of Strengthening Student Success and Completion; Laura Whetstone, Human Resources Generalist; Kathy Wilcox, Dean of Health, Human and Public Services; Nina Wiley, Dean of Enrollment Services; and Vinny Zicolello, Senior IT Executive, CampusWorks

Recognition of Guests

President Blondin welcomed the guests and asked them to introduce themselves.

Public Comment

There were no public comments.

Approval of Minutes

Chairman Doyle asked for a motion to approve the minutes of the Regular Board Meeting held on August 26, 2014. Trustee Corbin made a motion to approve the minutes as presented; Trustee Phillips seconded, and the motion passed unanimously.

Presentation

Chairman Doyle invited Dean of Enrollment Services, Nina Wiley to share her presentation at the Regular Board meeting as time did not allow during the Work Session.

Dean Wiley provided a PowerPoint presentation which outlined developing a successful sustainable enrollment management plan. She stated that culture is consistent with our mission and vision and it incorporates student success and institutional financial stability... sustainability.

She shared two primary goals developed from Dr. Bob Smith's visit to campus in April; 1 create a positive change in enrollment for Fall 2014, and 2 develop a strategic enrollment management (SEM) plan that is sustainable by Clark State leadership.

Six areas of need were identified with over 20 recommendations for action. The several guiding principles that shape our SEM plan are:

- The focus is student focused and is designed with the academic context of our institution
- No one person is responsible for enrollment
- The decision processes are based on data
- The plan must function within our resources
- And the boldest principle: this is enrollment by design, not enrollment by chance

The foundation for a viable SEM plan is built on reliable data from results which can be measured, trends can be predicted, and decisions can be made.

- Based on Dr. Smith's observations – data integrity is problematic for data prior to 2012. Not all data – but there are enough missing or incorrect data to work toward a positive change and that's exactly what Institutional Research (IR) is doing. They are working toward campus accountability – stressing the importance of correct data entry.
- Once the Campus Works assessment is completed, IR will begin planning a Data Summit for all data-entry employees. IR will look at the data being entered, how it is entered, and then show the affect it has on data reporting.
- To ensure college decision makers can access useful reports and data is consistent, IR is also working to be involved in the early design of information needs and data requests. It is also a goal of IR to create a glossary of data definitions.
- IR knows the limitations on what data can be extracted in what formats and the importance of strict data definitions being used and understood college-wide.

Closely aligned to the need for reliable data are the software systems for using data. In relation to our student information system, Colleague, Campus Works has nearly completed their initial assessment. From their findings initial priorities will be set, assignments will be made for those doing the work, and a timeline will be established. We will then be able to forecast when changes need to be made.

Access to business intelligence provides for better decision-making and transparency within the College. The Technology Council has been established, and the first meeting is Thursday, September 18. The purpose of this council is to help set the direction and vision for the IT department. The role of the Technology Council includes setting priorities on projects by a voting process, developing those priorities and passing the information to their staff within departments and across campus.

iDashboards also tie into the business intelligence for the campus by providing access to higher leadership levels. Following up with information Dr. Singh shared at last month's Board meeting regarding the iDashboards, discussion took place regarding possible reasons enrollment drops off between semesters and

the need to pay attention. To increase retention, we have moved our registration dates two weeks earlier than originally scheduled. Priority registration for current students moved from November 3 to October 20 and Open Registration for new students moved from November 10 to October 27, allowing students more time to register and map out their classes.

Dean Wiley stressed that enrollment management is everyone's responsibility, and we need to embed SEM throughout our culture. A comprehensive approach and selected specific stakeholders from across the college to capture their best thinking about each stage of the enrollment management cycle has been established. On June 18, Dr. Smith led a workshop with the enrollment management team. Together a draft of goals and objectives were established and strategies for how to implement our ideas were discussed. From an enterprise view, the team looked at what needs to be done to increase enrollment and improve retention and completion rates. The enrollment management plan is an objective under the college Goal #1 (increase enrollment, student success, engagement, retention and completion). The team is meeting again on October 9 to work on a draft SEM plan.

The strategic enrollment management plan will be a living document through which the team will regularly review the results and continually work to improve the cycle for success. Education about strategic enrollment management is critical. Vice President Singh, Vice President Theresa Felder, and Dean Wiley are attending the Strategic Enrollment Management conference in October to learn about pressing enrollment management issues facing higher education and how to implement forward-looking solutions on our campus.

A key area identified for immediate attention was the Admissions Office. Dean Wiley shared how very proud she is of our enrollment and admissions staff on all of our campuses. They share unified goals and are now very intentional in recruitment efforts.

- We have identified territory management; staff are assigned to particular high schools and career centers for consistency and ownership.
- With the help of College Relations, we have created consistent, professional marketing materials that are being distributed to high school students.
- We have committed to visiting every high school counselor no later than October 1.
- Intentional communication tracks have been developed through EMAS, our online application tool, to communicate with prospects and students within different stages of the enrollment funnel.
- We are creating college student IDs for high school students to strengthen their connection to Clark State.
- We are increasing our presence with our College in the Classroom partners. An example: hanging posters on the teachers' doors or in the classrooms.

We are making an immediate impact on recruitment and our high school relationships through our comprehensive work plan.

Dr. Smith simply stated the following, "If Clark State saved the students who disappear from admission to graduation, it would have no enrollment problem." We are working to increase completion and graduation rates, some of which lies within improving teaching and learning in the classroom such as:

- Flipped classrooms – 18 faculty members are "flipping their classrooms" which means that students gain exposure to new material outside of class, via reading or lecture videos, and then use class time to do the harder work of assimilating that knowledge, perhaps through problem-solving, discussion, or debates
- Faculty are working to come up with their definition of teaching and learning principles
- Once defined, faculty will use these principles to create a rubric to use for classroom observation

By spreading best practices from our existing programs we can work to improve retention across the college. An example is how the Office of Accessibility has greatly expanded study tables offered to students covering a variety of subjects including accounting, college prep, sociology, history, and several more.

Financial aid is a critical component for a student to attend Clark State. With the approval from the Foundation Office, the Admissions Office is using the Trustee Scholarship as a recruiting tool. In an effort to recruit the most academically talented high school seniors to Clark State, we made changes to the application process including moving the deadline for submission to December 15, 2014, from March 27, 2015. In terms of recruiting, the spring deadline was too late; many high school seniors have already committed to other institutions. We are aggressively using the Trustee Scholarship to attract and retain students earlier to Clark State. We want Clark State to be their first choice!

With more than 380 higher education institutions in the state of Ohio, we have to have an identifiable and compelling brand that connects with prospective students and excites their interest.

- We have 4 distinct themes that are consistently being used: quality education, personal attention, affordable tuition, and convenient locations. They are placed prominently on our website and will have a stronger focus in the new view book.
- The enrollment staff has a very dominant voice in marketing materials and we work well with College Relations.
- We are anticipating the electronic version of the view book to be available in late September – this will be a free app through the Apple or Android stores.
- We will begin to strategize how we can best use YouTube videos to give the website a fresh and spontaneous feel using our own students, staff, and faculty.
- Beginning in spring semester, we will begin issuing new students their college IDs the first week of the term, allowing immediate library access and instant gratification for the right of passage into college.

Dean Wiley shared an accumulation of many ideas that came from Dr. Smith's visit in addition to his own observations. We are working to execute many of the ideas, such as:

- We are changing our thinking about our recruiting cycle – we are simultaneously recruiting for 2014 and 2015. Our concentrated effort in the high schools is to attract students for Fall 2015.
- In the past, applicants did not receive acceptance letters for a future term until our system opened for enrollment. Students were in limbo not knowing their acceptance status. She was excited to share this will be resolved by the end of this week and students can begin applying for Summer 2015 and Fall 2015. We will continually communicate with the students keeping them engaged and connected until their term begins.
- Recognizing limited budgets we are instituting a creative way to boost services in the Admissions Office on the Leffel Lane campus with a student run Welcome Desk. Once trained, the students will provide tours, meet with prospects, and provide a personal touch when talking with students. Our students will become enrollment ambassadors and gain leadership skills while providing a service to the college.
- We are also working toward Dr. Smith's recommendation to better utilize Career Coach and embed Career Services in our recruitment and advising processes. This is an objective within the goal #1 of the College.

As an institution we are accomplishing the primary goals of developing a successful sustainable enrollment management culture. We are strategic. We are intentional. We have a campus-wide focus and commitment to enrollment, student success, engagement, retention, and completion.

Chairman Doyle thanked Nina for her wonderful presentation and her efforts. A round of applause followed.

Financial Report through August 31, 2014

Through two months of the fiscal year Revenues are tracking favorably with budget. The Student Fee Revenue line item represents Fall Semester enrollment.

Expenses will fluctuate in comparison to budget at this early stage of the fiscal year due to prepayment of annual maintenance contracts and memberships in July and heavy marketing expenses leading up to Fall semester.

All Auxiliary Enterprises are performing favorably.

Vice President Jackson stated that enrollment is still going on for B term and College in the Classroom (CITC) students. Enrollment in other community colleges in the area is down, while we currently show a flat enrollment. Dean Wiley noted that just prior to the meeting she was informed that we added 231 credit hours from CITC students today.

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 6/30/14:

Investment @ Cost (2002 - 2004)	\$1,267,243
Interest Earnings (June 2002 to present)	\$925,213
Commonfund Management Fees (June 2002 to present)	\$(57,981)
Foundation Management Fees(2007 - 2014)	\$(126,727)
Transfer to College for Hollenbeck-Bayley Center (June 2012)	\$(220,000)
Expenditures for Performing Arts Center(Aug 2009-Present)	\$(225,408)
Market Gain/(Loss) (June 2002 to present)	\$201,208
Balance 6/30/14	\$1,763,548
Quarterly (Apr-Jun) Rate of Return	2.33%
Barclays Aggregate Bond Index (Apr-Jun Quarter)	2.04%
June Return	0.14%
Barclays Aggregate Bond Index (June)	0.05%

The Foundation Board approved transferring these funds into the High Quality Bond Fund at their June 2003 meeting. In August 2006, the Foundation Board approved assessing management fees to endowment accounts it manages. This figure (\$126,727) represents the 1.25% fee for eight fiscal years (FY 2007 – FY 2014).

The Foundation Finance/Audit/Investment Committee recently completed a Request for Qualifications

competitive process for asset management advisory services. The Committee recommended, and the Board approved at their August meeting, to continue working with the Commonfund for these services.

Marc Bernhardt from The Commonfund will meet with the Foundation Finance/Audit/Investment Committee this Fall, to review fund performance, asset allocation, spending policy, and provide a market forecast.

Human Resources Update

Open/Advertised Positions/Searches/Interviews:

Exempt:

- Executive Director, Performing Arts Center (1.0 FTE)
- Custodial Services Supervisor (1.0 FTE)
- Dean, Business and Applied Technologies Division (1.0 FTE)
- Assistant Dean, Arts and Science Division (1.0 FTE)

Non-Exempt:

- Data Research Coordinator (.50 FTE)

Faculty:

- Instructional Faculty – RN (1.0 FTE)
- Instructional Faculty – RN (1.0 FTE)
- Instructional Faculty, Geospatial Technology (1.0 FTE)

Liaison Reports

Clark State Foundation

- The Foundation fund balance as of June 30, 2014 is \$12.6 million.
- The Finance/Audit/Investment Committee has completed their review process for investment managers. The committee recommended, and the Foundation Board approved, to continue our investment manager relationships with Commonfund and Security National Bank. The process was comprehensive, and certainly demonstrated due diligence.
- The Circle of Friends is arranging to have the new engraved bricks installed at the Performing Arts Center. In addition, they will fund some refreshing of the existing bricks.
- There are 21 new Champion City Scholars enrolled for fall quarter; there are 28 total Scholars currently enrolled.

Council of Governments

- The Early Childhood Education Center's enrollment is currently at 82% of capacity, and staff is working to build additional full-time and half-day enrollment.
- Director Clark has been asked to serve on the Dayton Association of Young Children, a local affiliate of the National Association for the Education of Young Children (NAEYC).
- The Center is pursuing information from graduating preschoolers regarding their kindergarten assessments; so far, they are getting strong results. One child scored in the 99 percentile of the national assessment. The results will be used to allow the Center to grade itself on kindergarten readiness.
- The Center is in the process of upgrading security, partially through a grant from Springfield-Clark CTC. Cameras will be installed on the exterior of the building and in hallways, and a protective film will be installed on the glass at the front entrance. The work should be completed this week.

Action Items

The following items were presented for Board approval:

Health Insurance Renewal

The College is currently ending its third year utilizing Anthem Blue Cross and Blue Shield as our health insurance provider. The plan year for the health insurance benefit is October 1 through September 30. Anthem's initial renewal quote for the identical insurance plan came in at a 16.29% increase; however, through negotiations we reduced the increase amount to 3.99% (\$83,000) for identical coverage including the mandated tax increases required by the Patient Protection and Affordable Care Act. The balanced budget assumes an increase of 6% (\$124,000) in the annual health insurance premium.

Below is last year's and this year's cost, with a breakdown of type and number of employee (EE) coverage:

Plan Year:	2013-2014	2014-2015
EE only:	67	67
EE + 1:	61	61
Family:	65	65
Total cost:	\$2,065,000	\$2,148,000

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 proposed 2014-2015 budget includes funds (\$124,000) which will absorb the 3.99% increase in health insurance costs.

It was requested that the Board of Trustees authorize President Blondin or her designee to renew the health insurance benefit at a cost that is within the 2014 -2015 budget.

Trustee McDorman made a motion to authorize President Blondin or her designee to renew the health insurance benefit at a cost that is within the 2014-2015 budget. Trustee Corbin seconded, and the motion passed 6-0. (Trustee Bell abstained.)

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 now *optional* 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 cost for this benefit is divided into two categories: Administrative fee (the amount paid to CoreSource to administer the program) and the reserves (the amount we put away in order to pay claims as they arise.) Our employees continue to do a good job controlling costs for the 2013-2014 plan year, and 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 administrative fee and reserve amount at the same level as 2013-2014 to cover the anticipated costs of claims for 2014-2015. Our Dental Insurance Plan is renewed for plan year 2014-2015 with no administrative fee or reserve fee increases. However, since making the benefit optional a small

number of employees opted out of our coverage and are perhaps receiving the benefit from another source. Therefore, the smaller total number of employees covered will result in an anticipated overall lower cost of approximately \$8,000 for the upcoming plan year.

Plan Year:	2013-2014	2014-2015
Administrative Fee:	\$ 4.25 per EE per mo.	\$ 4.25 per EE per mo.
Amount to Reserves:	<u>\$55.97</u> per EE per mo.	<u>\$55.97</u> per EE per mo.
Total:	\$60.22 per EE per mo.	\$60.22 per EE per mo.
Number EEs covered:	240 (approx.)	229 (approx.)
Total cost:	\$174,000 (approx.)	\$166,000 (approx.)

Impact on students and/or student learning: 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: Estimated total cost to budget: \$166,000. This amount is funded in the 2014-2015 budget for this benefit.

It was requested that the Board of Trustees authorize President Blondin or her designee to renew the dental insurance benefit at a cost that is within the 2014-2015 budget.

Emeritus Status Policy Revisions

Emeritus is an honorary title awarded for distinguished service to the academic community. Our Emeritus Status Policy, # 3358:5-5-04, establishes the process for recognizing those individuals identified as such at Clark State Community College. Currently, at Clark State the emeritus title may be bestowed only to faculty, exempt staff with faculty rank, the President, and College trustees whom have met the eligibility and service requirements of the award.

Recognizing that all of our employees play an integral role in the success of our College and our students, Dr. Blondin has expanded the eligibility criteria for the emeritus status designation to include all exempt staff and non-exempt staff as well. The overall selection criterion shall remain the individual's distinguished level of performance and service to the College and community while employed by, or in service to the College.

The changes to the Emeritus Status Policy and accompanying Emeritus Status Procedures (provided for your information) incorporates the language that now makes faculty, exempt staff, non-exempt staff, the President and College trustees eligible for nomination and bestowal of the prestigious Emeritus Award.

3358:5-5-04 Emeritus Status Policy

- (A) **The College is committed to recognizing individuals for their distinguished level of service to the College and the community while employed with or in its service. This recognition goes beyond promotions, individual achievements, commendations, and years-of-service awards. This recognition is the bestowal of Emeritus status to the deserving individual.**
- (A) (B) Emeritus status is an honorary title awarded for distinguished service to the academic community. There is a long tradition in academia to recognize such service. The emeritus title may be bestowed on a faculty member, exempt **or non-exempt** staff ~~member with an academic title~~, **President** or a College Trustee who has served the College with distinction. The bestowal of emeritus status is recognition of the value the College places on the experience, knowledge, and ability of these individuals and is a distinctive honor, not a right.

- ~~(B) Typical academic titles would include, but not be limited to, dean, director, and vice president. Presidents and College Trustees may also be bestowed this honor.~~
- ~~(C) To encourage these individuals to remain a part of the College community, to maintain their professional identity, and to continue to be productive members of the educational community, emeritus status shall be awarded to faculty, administrators, or Trustees who meet the established criteria.~~
- (C) **This policy shall be administered as set forth in the associated Emeritus Status Procedures.**
- (D) **The office of human resources shall be assigned the responsibility of developing, implementing, and maintaining the emeritus status policy and procedures.**

Effective: September 17, 2014

Prior effective dates: 1/28/78, 5/8/95, 5/1/97, 7/5/97, 7/1/98, 3/19/99, 5/26/00, 1/6/03, 6/1/12

3358:5-5-04.1 Emeritus Status Procedures

- (A) **Eligibility** Criteria for Awarding Emeritus Status
- (1) ~~Faculty and Exempt Staff~~
 - (a) Must have attained the rank of associate professor or professor ~~or have served as exempt staff with an academic title;~~
 - (b) Must have completed **a minimum of** ten years of full-time service at the College;
 - (c) Must have retired from the College; and
 - (d) Must have provided exemplary service to the College.
 - (2) **Staff (exempt and non-exempt)**
 - (a) **Must have completed ten years of full-time service at the College as an exempt or non-exempt employee;**
 - (b) **Must have retired from the College; and**
 - (c) **Must have provided exemplary service to the College.**
 - (3) President – Must have provided exemplary service to the College.
 - (4) Trustee
 - (a) Must have served on the Board of Trustees a minimum of six years; and
 - (b) Must have provided exemplary service to the College.
- (B) Nomination/Appointment Process

- (1) **All nominations are to be in writing and submitted to the President by March 1 each year.**
- (2) Faculty and ~~exempt~~ staff nominations ~~to the President~~ are to be made by divisional/department committees and must carry the recommendation of the appropriate vice president. Individual instructional faculty or ~~exempt~~ staff **members** may make recommendations to their respective divisional/department committee.
- (3) **President nominations can be made by administration or Board of Trustee committees.**
- (4) Trustee nominations can be made by administration or Board of Trustee committees.
- (5) ~~Nominations are to be submitted by March 1 each year. Emeritus status is typically conferred in the spring, by action of the Board of Trustees.~~ **Emeritus status nominations must contain, at minimum, the following information:**
 - (a) **Nominee's name and status: i.e., faculty, staff, president, trustee**
 - (b) **Name of committee and vice president nominating the individual**
 - (c) **Years of service the nominee has with the College**
 - (d) **Position(s) the nominee held while at the College**
 - (e) **Specific examples of distinguished/exemplary service rendered to the College by the nominee**
- (6) **Emeritus status is typically conferred in the spring, by action of the Board of Trustees.**

(C) Campus Rights and Privileges Associated with Emeritus Status

- (1) To march in academic processions such as graduation.
- (2) To be given use of the library (**including access to OhioLink upon request**), and the wellness center. ~~and College computing facilities (including access to OhioLink, College email, and network accounts which can be accessed on campus or through the individual's own internet service provider, upon request).~~
- (3) To receive building utilization benefits consistent with benefits available to full-time employees, upon space availability.
- (4) To receive the typical employee discounts **where applicable**. ~~(e.g., Performing Arts Center tickets, Hollenbeck Bayley Creative Arts and Conference Center tickets, and Bookstore purchases).~~
- (5) To be issued a parking permit annually for the purpose of parking privileges at any College facility, upon request.
- (6) To represent the College, upon appointment, at the academic ceremonies of other colleges.
- (7) To take part, as an invitee, in social and ceremonial events sponsored by the College.

- (8) To receive complimentary tickets to College-sponsored activities, such as sporting events and performances at the Kuss Auditorium/Turner Studio Theatre, ~~and events at the Hollenbeck Bayley Creative Arts and Conference Center~~, when possible upon request.
- (9) ~~To be featured on the College website.~~
- (10) To be on the mailing list to receive select College publications.
- (11) Tuition-free access for the emeritus and their spouse to courses offered by the College on a space-available basis.

Effective: September 17, 2014

Prior effective dates: 1/28/78, 5/8/95, 5/1/97, 7/5/97, 7/1/98, 3/19/99, 5/26/00, 1/6/03, 6/1/12

Impact on students and/or student learning: This policy impacts employees in a positive manner. No impact on student or student learning.

Implications for budget, personnel, or other resources: Changes in this policy, offering the possibility of faculty, exempt, and non-employees being awarded the emeritus status designation upon retirement is expected to boost employee morale and maybe increase productivity.

It was requested that the Board of Trustees approve the recommended changes to the Emeritus Status Policy as indicated.

Restricted Budget Adoption

A document reflecting the restricted budgets for fiscal year 2014-2015 was distributed to Trustees prior to the meeting. Descriptions of each of the projects funded by these various restricted sources were included. The total represents an \$819,000 (4.2%) decrease from the restricted budget adopted in fall 2013.

	DATES	GRANTOR'S BUDGET
Clark County - Child Advocacy Center for Project Jericho	7/14 - 6/15	\$173.62
Clark County - Drug Court	7/14 - 6/15	\$54.20
Clark County - Juvenile Court	7/14 - 6/15	\$53,792.95
Clark County - Mental Health Court	7/14 - 6/15	\$14,062.71
Clark State Foundation - Major Gifts/TLC	7/14 - 6/15	\$250,000.00
Davidson Endowment Earnings	7/14 - 6/15	\$69,287.06
Della Selsor - Project Jericho	7/14 - 6/15	\$2,568.05
DJFS - Project Jericho	1/14 - 3/15	\$126,891.92
DJFS - Project Jericho/Community Outreach	1/14 - 3/15	\$57,900.80
DJFS - Project Jericho/Miami Valley	7/14 - 6/15	\$304.03
Kennedy Center - Arts Alive	7/14 - 6/15	\$1,576.41
Know How 2 GO/Oh College Access Network	7/14 - 6/15	\$2,313.42
National Endowment for the Arts - Coming Up Taller Award	7/14 - 6/15	\$10,000.00
National Science Foundation - CyberPro/CyberSecurity	7/14 - 6/15	\$488,769.77
National Science Foundation - Mentorlinks	7/14 - 6/15	\$381.85
OAC - Arts Alive	7/14 - 6/15	\$3,726.17

OAC - Operating Support	7/14 - 6/15	\$25,708.00
OAC - Project Jericho	7/14 - 6/15	\$15,952.00
OBR - Articulation and Transfer Travel	7/14 - 6/15	\$1,710.32
OBR - Capital Component	7/14 - 6/15	\$3,189,662.15
OBR - Credit Where It's Due	7/14 - 6/15	\$5,000.00
OBR - Ohio Means Internships	7/14 - 6/15	\$212,290.38
OBR - Success Initiative - Sinclair	7/14 - 6/15	\$2,500.00
OBR - Tech Prep/Gearup	7/14 - 6/15	\$7,658.24
Ohio Department of Education/GED Testing	7/14 - 6/15	\$6,138.37
Ohio Department of Education - Momentum - We Are IT	7/14 - 6/15	\$332.01
Ohio Department of Education - State Fire Marshal Grant	7/14 - 6/15	\$108,000.00
Ohio Department of Public Safety	7/14 - 6/15	\$4,050.00
Ohio Department of Youth Services - Project Jericho/StART	7/14 - 9/14	\$30,708.93
Ohio HiPoint - ABLE GED program	7/14 - 6/15	\$186,281.00
Ohio HiPoint - English Literacy and Civics Education program	7/14 - 6/15	\$6,240.00
Ohio Manufacturing Education Collaborative	7/14 - 6/15	\$11,192.02
Ohio Mental Health	7/14 - 6/15	\$291.15
Private - American Assoc of Community Colleges/Plus 50 Encore	7/14 - 6/15	\$7,500.00
Private - Arts Alive	7/14 - 6/15	\$21,857.10
Private - AVETEC - Gear Up	7/14 - 6/15	\$20,755.19
Private - Circle of Friends	7/14 - 6/15	\$66,187.97
Private - Circle of Friends - Project Jericho	7/14 - 6/15	\$28,289.92
Private - Convention and Visitor's Bureau	7/14 - 6/15	\$586.10
Private - Gateway Honor Trust	7/14 - 6/15	\$20,000.00
Private - Harry W and Margaret Moore Foundation	7/14 - 6/15	\$1,450.81
Private - International Management Association	7/14 - 6/15	\$3,930.78
Private - Martha Holden Jennings Foundation	7/14 - 6/15	\$4,865.61
Private - Ohio Sports Turf Association	7/14 - 6/15	\$1,000.00
Private - PAC Sponsorships	7/14 - 6/15	\$94,181.00
Private - Project Jericho Donations	7/14 - 6/15	\$48,447.27
Private - Quinlan Foundation for Project Jericho	7/14 - 6/15	\$1,969.55
Private - Restorative Justice Initiative	7/14 - 6/15	\$1,361.24
Private - Rothschilds for Safety City	7/14 - 6/15	\$200.00
Private - Tech Prep Fees	7/14 - 6/15	\$7,084.22
Private - Think Tank	7/14 - 6/15	\$150.00
SDE - Perkins	7/14 - 6/15	\$128,351.08
Springfield City Schools/Perrin Woods and Little Libraries	7/14 - 6/15	\$9,789.64
Springfield-Clark Career Technology Center/Career Readiness	7/14 - 6/15	\$20,000.00
Springfield Foundation/Glass Art Education	7/14 - 6/15	\$5,277.57
Springfield Foundation - Grant Writing	7/14 - 6/15	\$2,500.00
Springfield Foundation/Performing Arts Center	7/14 - 6/15	\$7,500.00
Turner Foundation - Arts Alive	7/14 - 6/15	\$15,459.08
Turner Foundation - Arts Alive(2014)	7/14 - 6/15	\$281.77
Turner Foundation - Outreach	7/14 - 6/15	\$6,352.14

Turner Foundation - Project Jericho Support	7/14 - 6/15	\$10,733.28
USDE - Federal Workstudy	7/14 - 6/15	\$220,987.00
USDE - PELL	7/14 - 6/15	\$12,000,000.00
USDE - SEOG	7/14 - 6/15	\$220,000.00
USDE - Title III	7/14 - 6/15	\$174,044.88
USDE - TRIO	7/14 - 6/15	\$370,761.45
US Department of Veterans Affairs	7/14 - 6/15	\$3,406.44
TOTAL		<u>\$18,420,778.62</u>

The increase from budgets adopted a year ago was the result of new funding including:

- DJFS – Project Jericho
- DJFS – Project Jericho/Community Outreach
- OBR – Credit where it is due
- Ohio Department of Education – State Fire Marshall Grant
- ODYS – Project Jericho/START
- AACC – Plus 50 Encore
- Gateway Honor Trust
- Ohio Sports Turf Association
- Springfield Foundation – PAC
- Turner Foundation – Project Jericho Support

The following budgets adopted a year ago were spent down during the year:

- DJFS – Project Jericho/Open Doors
- Project Jericho/Open Doors
- Ohio State University
- U.S. Department of Commerce – Connect Ohio
- USDE Real Time Reporting

The amount for the Clark State Foundation Major Gifts is for the Landess TLC (a single donor’s multiple year pledge) and pledges for the Hollenbeck Bayley Creative Arts and Conference Center.

Most other projects listed represent either carry-forward balances from 2013-2014 or continuing projects with new funding.

Impact on students and/or student learning: These projects impact each one of the Initiatives in the Strategic Plan.

Implications for budget, personnel, or other resources: Up to \$18,411,940 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.

Vice Chair Noonan made a motion to approve the above items as presented. Trustee Bell seconded, and the motion passed unanimously.

Report of the President

President Blondin deferred to Faculty Senate President Elect Dana Matt and Staff Senator Matt Ison for Senate updates.

Ms. Matt reported that faculty are working on the clarification of shared governance and the opening of communication lines. Faculty committee revisions are well underway, with the following timeline:

- 10/6 – rough draft of revised committee by-laws
- 10/27 – final draft of revised committee by-laws
- 12/1 – Faculty Assembly vote of approval

The Faculty Personnel Committee is working hard to address the issues presented in a letter to Dr. Blondin last spring, and the Faculty Development Committee continues to work to summarize and solidify faculty teaching and learning principles, with a goal of completing this work by December 1.

Mr. Ison reported that faculty and staff members are working with Human Resources to implement a donation-based sick bank for staff who may experience a prolonged illness or special hardship in their family. Staff Senate is also currently revising their by-laws in an effort to align with the college committee structure, and they are gearing up for their annual Feed-a-Family project with a goal of helping more families this year.

President Blondin reported the following:

- She spent most of the day at the Farm Science Review near London and met the new President of Ohio State University (OSU), Dr. Michael Drake. After lunch, Dr. Drake spoke to a crowd of nearly 600 people, and in his speech he focused on the mission of Land Grant institutions and their role in agriculture. Dr. Drake also complimented Clark State for the efforts on our new Food Bio Science program. We will be meeting with members from OSU's Food Science program next week on our campus.
- Last week she attended the Student Success Center Pathways Conference in Washington D.C. with other Ohio Association of Community College (OACC) members and felt that it was a life changing conference! She met with Josh Weiner, who presented on what community colleges do today. As presented on her blog, Dr. Blondin reiterated a highlight of this past year was the selection of the OACC's new President and Chief Executive Officer, Jack Hershey, the former associate vice president of government affairs with The Ohio State University.
- She and Vice President Jackson met with Craig Dillon, our architect for the South High School project, to begin plans on the \$1 million renovation project. It is anticipated that the lease for the space will be presented to us next week.
- We have a signed agreement with the UAS Test Center to move forward for students in the Precision Agriculture program.
- Dr. Singh is currently working with ATIC regarding space for Clark State at that facility.
- Matt Franz and CampusWorks have been working to get Outlook 365 ready for us; we go live on Monday.
- Clark State will be hosting the OACC conference at the HBC in November. Senator Widener has been asked speak.
- Compensation Resources' study will be presented to the Board at the October 28 meeting, which will encompass the bulk of the meeting. Their staff will be present to discuss how they arrived at their recommendations. They will then share these recommendations (in bands, not by specific positions) with faculty and staff on October 29.
- Dr. Blondin is very excited to work with Jennifer Dietsch and Marketing to tape YouTube videos with Clark State students. She and the students will be switching places; she will be attending several

different classes, one from each division, while students will be attending her meetings and/or taking care of business in her office for these three-minute videos.

Report of the Board Chair

Chairman Doyle:

- Pointed out several of the upcoming events and development opportunities;
- Indicated that some Board meetings will be held at the Greene Center Campus and the Ohio Hi Point campus beginning in November and again after the first of the year; and
- Reported that the tower at the Springfield Airport is being shut down and asked if this would be an issue for Clark State concerning the flying of drones. Trustee McDorman informed the Board that the tower shutdown would have no impact on the College. The tower was for the Ohio Air National Guard needs for jets and larger aircraft that formerly flew into the airport. All other services at the airport are still available.

Trustees' Open Forum

No comments were made.

Executive Session ~ Personnel

Trustee Corbin made a motion to move into Executive Session to discuss personnel. Trustee Bell seconded the motion, and it passed 5-0 by a roll call vote. Executive Session commenced at 7:14 p.m.

Vice Chair Noonan made a motion to exit Executive Session and return to general session at 7:35 p.m. Trustee Bell seconded, and the motion passed 5-0.

Adjournment

Trustee Phillips made a motion to adjourn the meeting, and Vice Chair Noonan seconded. The motion passed unanimously, and the meeting adjourned at 7:36 p.m.