



BOARD OF TRUSTEES REGULAR MEETING

Minutes
September 17, 2019

The Clark State Community College Board of Trustees met in regular session in the Sara T. Landess Technology and Learning Center Boardroom on Tuesday, September 17, 2019. Chairman Brad Phillips presided and called the meeting to order at 6:11 p.m.

Roll Call

Present: Andy Bell, Jim Doyle, Sharon Evans, Kyle Hall, Maurice McDonald, Mike McDorman, Peggy Noonan, Vice Chair David Ball, Chairman Brad Phillips, and President Jo Alice Blondin

Others Present: Adele Adkins, Executive Director of the Performing Arts Center; Dan Ayars, Director of Facilities, Operations and Maintenance; Lesli Beavers, Director of Workforce and Business Solutions; Aimee Belanger-Haas, Dean of Business and Applied Technologies; Travis Binkley, Assistant Dean of Advising and Enrollment Services, Greene Center; Mike Cuffman, Assistant Dean of Arts and Sciences; Scott Dawson, Associate Professor, Arts and Sciences/SOAR participant; Dr. Theresa Felder, Senior Vice President of Student Success; Dr. Matt Franz, Vice President of Information Technology and Emergency Management; Ron Gordon, Dean of Enrollment Services; Robyn Hennigan, Assistant Professor, Business and Applied Technologies/SOAR participant; Dr. Tiffany Hunter, Vice President of Academic Affairs; Natalie Johnson, Associate Dean, Greene County Campuses; Crystal Jones, Assistant Dean of Business and Applied Technologies; Destini Jones, Student Senate President; Naomi Louis, Dean of Arts and Sciences; Dr. Victoria Marling, Professor, Business and Applied Technologies/Faculty Senate President; Kathy Nelson, Controller; Shani Newton, Success Coach, Greene Center; Toni Overholser, Director of the Foundation; Dr. Dan Phelan, President of Jackson College; Cindra Phillips, Director, Center for Teaching and Learning; Dr. Rhoda Sommers, Dean of Health, Human and Public Services; Amy Sues, Dean of Institutional Effectiveness, Planning, Assessment and Accreditation; Ghislaine Tape, Financial Aid Specialist/SOAR participant; Mellanie Toles, Assistant to the President; Larry Wakefield, Vice President for Business Affairs; Laura Whetstone, Director of Human Resources; Mia Yaniko, Education Section Chief, Ohio Attorney General's Office; Toni Yancey, Success Coach/SOAR participant; and Tracy Yates, Director of Conference Services/Staff Senate President

Recognition of Guests

Chairman Phillips welcomed guests and recognized Dr. Dan Phelan, President of Jackson College, and asked him to say a few words. Dr. Phelan indicated that he is writing a book about governance done well, in particular with well integrated boards, and appreciated the opportunity to meet with President Blondin and Chairman Phillips prior to the meeting. Chairman Phillips then asked the remaining guests to introduce themselves.

Public Comment

There were no public comments.

Student Success Story

Dean Gordon introduced Student Senator and Student Ambassador Destini Jones, a second year student who also holds a work study position in Student Support Services. Ms. Jones commented that one of the best decisions she ever made was coming to Clark State. She loves the College and would recommend it to others. Ms. Jones indicated that promoting student life and being the face of the College as a Student Ambassador has helped build her character as well as her personal relationships with others on campus. She plans to study Psychology and would love to own her own firm and work with children in the future.

Approval of Minutes

Chairman Phillips asked for a motion to approve the minutes of the Regular Board Meeting held on June 20, 2019. Trustee McDorman made a motion to approve the minutes as written; Vice Chair Ball seconded, and the motion passed unanimously.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met on September 10, at 7:30 a.m. in TLC Room 113. Those present included: Andy Bell, Committee Chair; Committee Members David Ball, Jim Doyle, Sharon Evans, and Peggy Noonan; Dr. Blondin, President; Dr. Theresa Felder, Senior Vice President, Student Success; Dr. Matt Franz, Vice President, Information Technology; Larry Wakefield, Vice President for Business Affairs; Adele Adkins, Executive Director, Performing Arts Center; Laurie Means, Executive Director, Marketing; Toni Overholser, Director, Foundation; Kathy Nelson, Controller; SOAR Participants: Robyn Hennigan, Gigi Tape and Tony Yancey; and Susan Kelly, Recorder.

Agenda items included:

- Insurance Consortium (HORAN)
- Monthly Financial Report
- Pre-Audit Year End Financials
- Enrollment Discussion
- Greene Center and Xenia Pre-Audit Year End Financial Reports
- Performing Arts Center Endowment Report
- FY 20-21 Budget Bill (SSI/Tuition Cap/ODHE Fees Approval)
- FY 20 Budget Adjustment (Attachment) – ACTION
- Restricted Budget Adoption – ACTION
- Mercy Start Up and Open House
- Rhodes Hall Renovation Project Update
- Salary Compensation Study Status/Compensation Philosophy
- Employee Benefits Renewal
- Categories of Employment Policy
- Banking Policy – ACTION
- Banking Request for Information (RFI)
- Energy Project
- Preliminary Capital Bill Schedule
- Other Business
- Next Meeting – October 10, 2019 at 7:30 a.m. in TLC Room 113

Financial Report through August 2019

A report detailing the Revenues and Expenses through May 31st was distributed to Trustees prior to the meeting. The following was noted:

State Share of Instruction (SSI) – The FY 2020 budget is based on course completion (50%), success points (25%) and completion milestones (25%). State Share of Instruction (SSI) reflects the newest projection from the Ohio Department of Higher Education. The annual increase this year is \$570,688. You will see a variance this month because we were paid in July at our old FY19 rate due to the late approval of the biennial state budget. Due to the changes in the language of the state budget for SSI calculations concerning out of state fees, we will be receiving an additional \$178,000, which is reflected in the \$570,688 increase. The budget on the August financials reflects this change.

Student Tuition and Fees Revenue represents Fall Semester through August 31. Fall revenue is currently behind but we will have a better sense after deregistration and D and B Term in the month of September. The budget for student tuition revenue has been updated to reflect the change in the tuition rates due to the \$5.00 state cap, which will be detailed in a separate report. The budget does not reflect an enrollment adjustment.

Other Student Fees for the year are up compared to the budget, and offset some of the current deficit in tuition and fee revenue.

Management services increased this year due to a new charge to CTTC (\$45,000 per year) in addition to prior charges to the Bookstore (\$75,000 per year).

Workforce Non-Credit Training revenue is currently below budget. Even though revenue is down, Workforce spending is less than Revenue.

Performing Arts Center (PAC) shows are slightly up. Rentals are down but there is still more summer revenue yet to be included.

The expense budgets show overall spending down compared to the budget. There are variations in some categories due to timing. Overall nothing is of concern so far. Academic Support and General Expenses are high due to early spending in Maintenance Contracts. By object code, Communications is high due to early spending for Nursing Accreditation and Library computer data services. Occupancy Expenses are high due to early spending in Maintenance Contracts. Moveable equipment is high due to early spending in Computing and Academic Computing equipment repair and replacement.

Bookstore is showing net revenue for the year even though they are showing under budgeted revenue for this time of the year. Commercial Transportation Training Center shows slightly under budget in revenue but is also showing a net profit. Parking shows a surplus. However, their expenses will not pick up until next Summer.

Greene Center Quarterly Financial Report

The Greene Center report, which was distributed to Trustees prior to the meeting, was originally created to show the revenue and expenses related to the Greene Center after acquisition of the building and expansion to the new location. Most expenses are tracked separately, but the revenue is not. It is based on a percentage of Greene Center credit hours to total credit hours.

Revenue

Budget for State Share of Instruction for the Greene Center has been calculated at 20% of the overall disbursement for Clark State Community College. This is based on actual credit hours taken at the Greene Center during Fall 2016, Spring 2017 and Summer 2017.

The budget for Student Tuition is computed using Fall 2017 credit hours. Student enrollment was projected to be flat compared to last year.

Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$155.33 per credit.

Expenditures

Expenditures were rolled-up to match categories currently used for financial reporting.

REACH Center Quarterly Financial Report

The REACH Center report, which was also distributed to Trustees prior to the meeting, is set up similarly to the Greene Center report. It shows the revenue and expenses related to the REACH Center. Expenses are tracked separately, but the revenue is not. It is based on REACH Center credit hours.

Revenue

The budget for State Share of Instruction for the REACH Center has been calculated at .629% of the overall disbursement for Clark State Community College. This is based on actual credit hours taken at the REACH Center during Spring 2019.

The budget for Student Tuition is computed using Spring 2019 credit hours.

Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$155.33 per credit.

Expenditures

Expenditures were rolled-up to match categories currently used for financial reporting.

Human Resources Update

The following actions are for non-exempt employee positions only. The open/advertised positions cover all faculty and staff, both exempt and non-exempt.

Filled Positions:

- Joshua Compston, Scene Shop Supervisor, Performing Arts Center, effective 8/19/19
- Kendra Trumbo, Student Academic Support Specialist, Enrollment Services, effective 8/12/19
- Destiny Smith, Evening/Weekend Library Assistant, Library Services, effective 8/5/19
- Teresa Nickell, Custodian, Physical Plant, effective 7/29/19
- Amy Kelly, Assistant to the President's Office and Vice President of Information Technology and Emergency Management, effective 7/15/19
- Michelle Anderson, Financial Aid Specialist, Financial Aid, effective 7/8/19
- Deltoria Crockran, Customer Service Specialist, Financial Aid, effective 7/1/19
- Tamia Stroud, Student Records Specialist, Student Affairs, effective 7/1/19

Departures:

- Scott Ryan, Computer Lab Assistant, Workforce Development, effective 7/11/19
- Michelle Anderson, Success Coach, Enrollment Services, effective 7/8/19
- Elizabeth Kelly, Administrative Support, Health, Human, and Public Services, effective 7/5/19
- Tambry Kegley, Academic Support Specialist, Enrollment Services, effective 6/30/19

Open/Advertised Positions:

- Custodian (1.0 FTE)
- Administrative Support, Health, Human and Public Services (.50 FTE)
- Diagnostic Medical Sonography Instructional Faculty (1.0 FTE)
- Director, Client Support (1.0 FTE)
- Registered Nursing Instructional Faculty (2.0 FTE)
- Student Accounts Receivable Technician (1.0 FTE)

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 6/30/19:

Investment @ Cost (2002 - 2004)	\$1,267,243
Interest Earnings (June 2002 to present)	\$1,230,648
Commonfund Management Fees (June 2002 to present)	\$(84,034)
Foundation Management Fee (2007 to present)	\$(158,409)
Transfer to College for Hollenbeck-Bayley Center (June 2012)	\$(220,000)
Expenditures for Performing Arts Center (August 2009 to present)	\$(230,047)
Market Gain/(Loss) (June 2002 to present)	\$233,264
Balance 06/30/19	\$2,038,665
Quarterly (Apr-Jun) Rate of Return	3.13%
Barclays Aggregate Bond Index (Apr-Jun)	3.08%
June Return	1.38%
Barclays Aggregate Bond Index (Jun)	1.26%

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 a management fee to endowment accounts it manages. This figure (\$158,409) represents the 1.25% management fee of the PAC Endowment. Kelso Morrill and Marc Bernhardt, who will be taking over for Kelso, from The Commonfund met with the Foundation’s Finance/Audit/Investment Asset Management Advisory Services Sub-Committee on March 27, 2019, and reviewed fund performance, asset allocation, and answered questions the Committee had.

Rhodes Hall Renovation Project Update

Phase II was another “Summer Slam” project to try to accomplish as much as possible in the short summer semester timeframe. And, as occurred last summer in Phase I, not everything was completed by the beginning of the semester.

The third floor of Rhodes Hall was substantially complete (approved for occupancy) by August 12. Faculty offices were available after Convocation on August 12. Classrooms were available by the first day of classes, August 19. Restroom renovations and additions (one new ADA facility on each floor) were delayed several weeks, but should be available this week. Some miscellaneous furniture was delayed, but most has been delivered.

Facilities and Information Technology worked hard to move back stored faculty materials and computers. Faculty have moved back their personal items. We have received generally positive feedback from faculty about their new offices, furniture and classrooms.

As a reminder, this phase addressed the renovation of all six existing restrooms and the addition of three ADA/family restrooms. The other primary change is a significant upgrade of faculty offices and meeting space by replacing the old Math Lab in the center of the third floor. The Dean's office, Adjunct space, break room and other shared spaces were also upgraded. Hallways have new flooring and painted walls. Classrooms have new flooring, painted walls and new furniture. Some have new whiteboards. The entry plaza was rebuilt.

A final punch list walk-through was completed last week. The items identified will be addressed in the next few weeks.

Enrollment by Category Report

Data charts reflecting the 2018-2019 student enrollment were distributed to Trustees prior to the meeting. The charts depict enrollment by several categories (race, age, military group, location, academic program) and College Credit Plus enrollment by high school. The conversion rates for the last three years for College Credit Plus were also included, and the following was noted:

Eighteen percent of our students are minority (African American, Hispanic, Native American). We saw a slight decline in our African American students and a slight increase in our Hispanic students. Our average age is 24, and 65 percent of our students are younger than 25 years old. We continue to see growth in our military populations, with the addition of our spousal discount. Our veteran population also continues to be strong.

Online enrollment continues to be strong and represents the largest "location" for headcount. In Fall 2018, 43 percent of enrolled students took at least one class online and 19 percent of students took all of their classes online. We also continue to see growth in our high school student headcount and credit hours. The high schools with the largest numbers of participants offer multiple courses in their high schools. The Global Impact Stem Academy (GISA) is our largest high school partner. GISA students begin taking college courses at the high school in their sophomore year and many of them are almost completely on the Clark State campus by their senior year. Shawnee High School has continued to offer a full associates degree in their high school. Even though students are accumulating more college credit while in high school, the conversion rate to a Clark State undergraduate student continues to increase.

Health majors (Registered Nursing, Physical Therapist Assistant, Licensed Practical Nursing) and General Transfer majors (Associates of Arts, Associates of Science) continue to be our most popular programs. Enrollment is also strong in Management, Social Services, Criminal Justice, Accounting and Cybersecurity. There will be an added focus on increasing enrollment in our certificate programs, both one-year and short-term.

Additionally, 78 percent of our students were enrolled part-time in Fall 2018. From a financial aid standpoint, 77 percent of undergraduate students completed a FAFSA and 68% were awarded Pell/Federal Supplemental Educational Opportunity. Also in Fall 2018, 57 percent of our students were first generation, 44 percent had dependent children, and 23 percent were married.

Discussion ensued regarding strategies to increase enrollment, including repackaging courses and offering them in smaller pieces because that is what students want and need to get out in the workforce and then build on those skills later. Trustee Hall noted that mechanical engineers are desperately needed in Champaign County, and he would be willing to hire someone with a drafting certificate and train them on the other skills needed, adding that the four-year degree is not necessary in today's world.

Higher Learning Commission Follow-Up Report

As an action item to our Higher Learning Commission Reaffirmation Site Visit in December 2018, we were required to submit an interim report on July 1, 2019, addressing Federal Compliance pertaining to credit hour policy and student complaints to align with the updated Ohio Standards and to be in full compliance with the Department of Education requirements. This interim report required that we address the following areas of federal compliance concerns:

- A revised policy on credit hours to align with the updated Ohio Standards and to be in full compliance with the Department of Education requirements;
- A summary report that shows that all courses have been reviewed to ensure they meet the credit hour requirements established in the updated policy; and
- A written procedure for reviewing and acting upon trends in student complaints.

After review of our submitted interim report, we received notification on August 27, 2019, that we have successfully met the requirement and that no further reports are required. The staff analysis indicated that our evidence demonstrated adequate progress in the area of focus, which is the highest mark possible.

Addiction Studies Grant

Clark State is honored to have been awarded the Health, Resources, and Services Administration (HRSA) grant for our project entitled, Opioid Workforce Expansion Program-Paraprofessional. The award amount for this 3-year project is \$899,228.00.

The proposed program will train 100 Chemical Dependency Counselor Assistants (CDCA) I and II level paraprofessionals and another 100 Peer-to-Peer Recovery Specialists over the three-year grant period. Those individuals will be launching their respective careers in addiction and mental health services along a well-defined career pathway that will lead to future certifications as Licensed Chemical Dependency Counselors II and III after the completion of additional credit-based coursework that can result in an associate's degree and a future baccalaureate degree in the field.

The mental health and addiction services community and Clark State's response is further driven by the *"Taking Measure of Ohio's Opioid Crisis"* report that was issued by the C. William Swank Program in Rural-Urban Policy at The Ohio State University (October 2017). That report addressed the multitude of problems that Ohio is facing as a result of the Opioid Crisis. Their findings showed that Opioid addiction, abuse, and overdose deaths have become the most pressing public health issue facing Ohio. Ohio leads

the country in drug overdose deaths per capita, a rate that continues to rise, overwhelming families, communities, and local governments across the state.

The need for paraprofessionals and professionals to address the impact of addiction and to aid in recovery is great throughout Ohio and especially the State's Southwestern Region. The new proposed paraprofessionals certificates that Clark State will develop and implement will expand the knowledge, skills, and abilities of its graduates as they work for, and with, community partners in the public sector and private sector to deliver needed services to combat addiction in the region. Those programs will also serve as the launching point for their respective careers in chemical dependency, addiction and mental health services.

Foundation Update

- The Foundation concluded our Major Gifts Campaign on June 30, 2019. Our original goal was to raise \$12,000,000 during the campaign. We exceeded our goal and raised a total of \$12,627,843 in support of our four initiatives:
 - Initiative One: Increase the number of youth who are ready for college.
 - Initiative Two: Remove financial barriers for students.
 - Initiative Three: Ensure exceptional instruction.
 - Initiative Four: Increase applied learning opportunities for our businesses and community.
- The Presidential Awards Banquet will be held October 2nd at the Hollenbeck Bayley Creative Arts and Conference Center. Profits from this event will be applied to our student scholarship fund. The award honorees include:
 - Alicia Hupp, The Richard O. Brinkman Award
 - Roger Evans, Distinguished Alumnus Award
 - Amber Hudson, Emerging Leader Award
- Our Fall/Spring Scholarship award period was completed in August, and \$140,038 in scholarships support was awarded to 99 students.
- Grants Update
 - A consortium of colleges (the Ohio TechNet Consortium) led by Lorain County Community College and including Clark State received a \$12 million grant from the Department of Labor for Scaling Apprenticeships.
 - Clark State received \$899,228 from the U.S. Department of Health and Human Services for the Opioid Workforce Expansion Program Paraprofessionals grant. This grant will increase the number of trained social work paraprofessionals available to help the region combat the opioid crisis.
- Project Jericho Update
 - A handful of community volunteers and 22 teenagers completed the Rose City Mural located at 10 E. Main Street in the newly renovated outdoor space next to the Bushnell Building. This project was made possible through the support of the Turner Foundation and the McGregor Family. A dedication ceremony was held on August 27th.
- Scholars Program Update
 - Of the 31 eligible Champion City Scholars Program high school graduates, 19 have enrolled in Clark State for the fall semester. Prior to graduation, 3 students relocated out of the district and 8 were dismissed from the program.

- We are recruiting additional mentors for this year and plan to reduce the ratio of students to mentors.

Performing Arts Center and Hollenbeck Bayley Creative Arts and Conference Center Update

Performing Arts Center (PAC)

- C & N Construction replaced the majority of the caulking between the expansion joints of the Fly Tower. It was an enormous project that took most of the summer.
- The first combined brochure for the PAC, Springfield Arts Council and Springfield Symphony Orchestra was mailed on September 3. A total of 19,000 pieces were mailed.
- We replaced all of the building signage with professionally branded signage.
- The theater lights was all cleaned and repairs were made.
- Although we can only accommodate two, six large shows want to “tech” with us, which is very profitable for the College since we get to bill out all of our technical crew, and it is terrific for the local economy.
- The PAC staff has taken a much more aggressive role in hiring students at the PAC. Two federal work study students have been hired, and staff will invest in and train them on the necessary skills.

Hollenbeck Bayley Creative Arts and Conference Center

- Eighteen (18) new LED theater lights were installed. This will allow for a much lower electric cost for the building.
- We will be going to a few trade shows this year to market the building.

Organizational Charts

Copies of the 2019-2020 Organizational Chart as of September 1, 2019, were distributed to Trustees prior to the meeting.

Action Items

The following items were presented for Board approval:

Personnel Recommendation – Exempt Employees

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

Filled Positions:

- Dr. Rhoda Sommers, Dean, Health, Human, and Public Services (1.0 FTE), effective 9/3/19
- Caitlyn Boggs, Admissions Specialist, College Credit Plus, Enrollment Services (1.0 FTE), effective 8/12/19
- Sean Dodge, Institutional Research Analyst, Academic Affairs (1.0 FTE), effective 7/1/19

Promotion:

- Mellanie Toles, Assistant to the President (Grade Level 6) to Executive Assistant to the President and Coordinator of Special Projects, President’s Office (Grade Level 7), effective 7/15/19

Departures:

- Kaneshia Scott, Director, Scholars Programs, Foundation (1.0 FTE), effective 7/5/19
- Clarissa Beavers, Admissions Specialist, Enrollment Services (1.0 FTE), effective 6/28/19

Impact on students and/or student learning:

- The Dean provides leadership for the Health, Human and Public Services Division, directs the administrative and managerial functions of the division, and is accountable for programs and activities of the division as well as implementation of policies.
- The Admissions Specialist, College Credit Plus (CCP) is responsible for building and supporting relationships with prospective students, parents and high school administrators in the College's service district.
- The Institutional Research Analyst gathers, organizes, maintains, and updates information to analyze data and develop charts, graphs, and dashboards to provide data in a clear and actionable manner.
- The Executive Assistant to the President and Coordinator of Special Projects provides confidential executive support for the President and Board of Trustees and coordinates special projects.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2019-2020 budget.

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

Personnel Recommendations – Instructional Faculty

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

New Hires:

- Courtney Mainard, Registered Nursing (RN) Instructor, Health, Human, and Public Services, effective 9/9/19
- Jennifer Savitscus, Instructor, Arts and Sciences, effective 8/19/19
- Angela Miller, Licensed Practical Nursing (LPN) Instructor, Health, Human, and Public Services, effective 8/16/19
- Dr. Jayna Brown, Assistant Professor, Business and Applied Technologies, effective 8/16/19
- Avery Davison, Instructor, Business and Applied Technologies, effective 8/9/19
- Karalen Witt, LPN Instructor, Health, Human, and Public Services, effective 8/9/19
- Brielle Hastings, Instructor, Health, Human, and Public Services, effective 8/9/19
- Melissa Wilkes, RN Instructor, Health, Human, and Public Services, effective 8/9/19

Departures:

- Dr. Collins Amankwaah, Assistant Professor, Business and Applied Technologies, effective 8/8/19
- Dr. Arefeh Mohammadi, Assistant Professor, Business and Applied Technologies, effective 7/15/19
- Catherine Hinkle, Instructor, Health, Human, and Public Services, effective 7/1/19

Impact on students and/or student learning: All faculty 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: All of the above personnel actions are funded in the 2019-2020 budget.

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

Employee Insurance Benefits Renewal

The College provides four (4) employer-sponsored, and three (3) voluntary/employee-paid, insurance plans as benefits for all eligible (.50 Full-Time Equivalent and above) exempt, non-exempt, and instructional faculty members. The College also provides a flexible spending account through FlexBank. Employer-sponsored plans include Medical Insurance by Medical Mutual of Ohio with the addition of a new Medflex plan option, which offers lower costs to employees who use a narrow network with no out-of-network benefits. The medical insurance renewal rate through Medical Mutual of Ohio is 5.59% for the upcoming plan year. The College, with a recommendation by Horan, shifted all other benefits to The Principal Financial Group including Dental, Vision, Term Life/Accidental Death and Dismemberment (AD&D) Insurances. The voluntary/employee-paid insurance plans through Principal include Voluntary Term Life, Short Term Disability (STD), Critical Illness, and Accident Benefit Insurance.

	2018-2019 Budgeted Costs	2019-2020 Budgeted Costs
Medical Insurance	\$2,466,171.00	\$2,278,860.00
Dental Insurance	\$212,246.00	\$202,315.00
Vision Insurance	\$30,688.00	\$29,486.00
Life and AD&D	\$56,398.00	\$55,049.00

Open enrollment for all of our employee insurance benefits is September 11 – September 17, 2019 with a renewal date of October 1, 2019. There is a premium discount for non-tobacco/nicotine users of \$25.00 per pay period, reflected in the rates below.

Traditional PPO Plan					
Coverage	% of FT Hours	Total Monthly premium	CSCC Cost/Month	EE Cost/ Month	EE cost per pay
Single	100%	\$620.59	\$533.14	\$87.45	\$43.73
EE+SP	100%	\$1,303.23	\$1,119.58	\$183.65	\$91.82
EE+CH	100%	\$1,054.99	\$906.33	\$148.67	\$74.33
FA	100%	\$1,830.71	\$1,572.73	\$257.98	\$128.99

High Deductible Health Plan					
Coverage	% of FT Hours	Total Monthly premium	CSCC Cost/Month	EE Cost/ Month	EE cost per pay
Single	100%	\$620.59	\$533.14	\$87.45	\$43.73
EE+SP	100%	\$1,303.23	\$1,119.58	\$183.65	\$91.82
EE+CH	100%	\$1,054.99	\$906.33	\$148.67	\$74.33
FA	100%	\$1,830.71	\$1,572.73	\$257.98	\$128.99

Medflex PPO Narrow Network Plan					
Coverage	% of FT Hours	Total Monthly premium	CSCC Cost/ Month	EE Cost/ Month	EE cost per pay
Single	100%	\$556.86	\$473.33	\$83.53	\$41.76
EE+SP	100%	\$1,189.69	\$1,011.24	\$178.45	\$89.23
EE+CH	100%	\$942.59	\$801.20	\$141.39	\$70.69
FA	100%	\$1,642.73	\$1,396.32	\$246.41	\$123.20

Medflex High Deductible Narrow Network Plan					
Coverage	% of FT Hours	Total Monthly premium	CSCC Cost/ Month	EE Cost/ Month	EE cost per pay
Single	100%	\$529.37	\$449.96	\$79.41	\$39.70
EE+SP	100%	\$1,100.52	\$935.44	\$165.08	\$82.54
EE+CH	100%	\$892.82	\$758.90	\$133.92	\$66.96
FA	100%	\$1,541.86	\$1,310.58	\$231.28	\$115.64

Impact on students and/or student learning: The cost of these benefits shall not adversely impact funding allocated to instruction, academic support, and student service departments.

Implications for budget, personnel, or other resources: The 2019-2020 renewal premium for medical was 5.59%, with the College bearing that cost.

It was requested that the Board of Trustees authorize President Blondin or her designee to renew the medical, dental, vision, life (including optional life), flexible spending account, and benefits at a cost that is within the 2019-2020 budget.

Restricted Budget Adoption

A document detailing the restricted budgets for fiscal year 2019-2020 was distributed to Trustees prior to the meeting. Descriptions of each of the projects funded by these various restricted sources were also included. The total represents a \$571,803 (3.65%) decrease from the restricted budget adopted in Fall 2018.

The following are new grants and contracts from budgets adopted this year:

- Springfield Foundation – Workforce STNA
- DoD/OEA/SOCHE/DICE
- Google (Tides Foundation)
- HRSA Opioid Workforce Expansion Program
- Ohio Department of Job and Family Services Curriculum Development
- WCC – Whatcom Community College
- Ohio Department of Higher Education – Strong Start to Finish
- Nuts, Bolts and Thingamajigs

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

- Clark County Board of Elections
- Precision Agriculture UAS Research Project
- U.S. Department of Labor – TAACCCT
- John’s Hopkins
- NEOMED

The amount for the Clark State Foundation Major Gifts is for the Sara T. Landess Technology and Learning Center and represents donors’ multiple year pledges.

Most other projects listed represent either carry-forward balances from 2018-2019 or continuing projects with new funding.

Impact on students and/or student learning: These projects impact various initiatives in the College’s Strategic Plan.

Implications for budget, personnel, or other resources: Up to \$15,081,594 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.

Banking Policy

This proposed Banking Policy is a new policy proposed by Business Affairs and the Business Office. This policy only covers banking management, and does not include cash handling. Cash handling will be addressed in a separate policy.

The purpose of this policy is to establish sound banking management practices to ensure efficient and effective management of College funds, which is consistent with the goals of the College.

Banking Policy (Policy Number to be assigned)

The purpose of the Banking Policy is to ensure adequate oversight and review of the College’s banking relationships.

- (A) Ohio Revised Code, section 3354.10 and other applicable provisions of the Ohio Revised Code will guide the College’s Banking Policy and Procedures.
- (B) To open or close a bank account requires the authorization of both the College President and the Treasurer.
- (C) Any financial institution used by the College for purposes of banking activities shall have a nexus in the State of Ohio.
- (D) The College may maintain bank accounts, either by the same bank or separate banks, for among the following purposes:
 - (1) Checking account for accounts payable and student refunding

- (2) Procurement Card
 - (3) Credit Card payment processing
 - (4) Payroll
 - (5) Personnel related activities such as Flexible Spending Accounts, Health Savings Accounts, etc.
 - (6) College and financial institution technologies and processes may advance the need for additional accounts
- (E) The decision about which or how many financial institutions with which to contract should be based upon the best overall or combination of offerings, services and affordability for the entire campus.
- (F) The Vice President for Business Affairs along with his/her staff, will evaluate, every five years, the banking relationships of the College. This shall lead to a Request for Information (RFI) or a Request for Proposal (RFP) whichever is found appropriate depending on the evaluation of the current banking relationships. This may be done more often than every five years as is appropriate, based upon changes in the banking environment in Ohio.

Effective: October 1, 2019

Impact on students and/or student learning: There is no direct impact on students or student learning.

Implications for budget, personnel, or other resources: The purpose of this policy is to ensure efficient utilization of cash resources.

It was requested that the Board of Trustees approve the adoption of the Banking Policy, as presented.

Trustee Doyle made a motion to approve the personnel recommendations for exempt employees and instructional faculty; authorize President Blondin or her designee to renew the medical, dental, vision, life, flexible spending account benefits at a cost that is within the 2019-2020 budget; accept the restricted funds as presented thereby accepting the restrictions imposed by grantors; and adopt the Banking Policy as presented. Trustee Hall seconded, and the motion passed unanimously.

Calendar Revisions for Academic Years 2020-2021 and 2021-2022

One of the strategic initiatives the College is pursuing is to provide effective and efficient schedules of classes that facilitate students' timely progression and completion. To this end, the calendar revision proposal for academic year 2020-2021 and 2021-2022 was provided for review by the entire campus community in the spring and was discussed by appropriate groups including Faculty and Staff Senates as well as the Academic and Executive Councils. These calendars show the change of pushing back the start of classes in the Fall and Spring semesters one week to better align with colleges and universities in our area and to better meet the needs of our students.

Copies of the revised calendars were distributed to the Trustees prior to the meeting and are available in the office of the Vice President of Academic Affairs and on the portal.

Impact on students and/or student learning: The calendar provides a planning tool for students to ensure successful retention and completion.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopt the revised 2020-2021 and 2021-2022 academic calendars and approve changing the start date to one week later in the Fall and Spring semesters.

Renaming of Academic Divisions

Many community colleges have moved away from the designation of “Divisions” replacing it with the “Schools” designation. The faculty discussed this change and voted to make the change from “Divisions” to “Schools.” The name change also more effectively aligns to other institutions of higher education that offer multiple degree levels, including Bachelor’s degrees. This change, as determined by the administration and faculty, more appropriately identifies us as a unit within the College.

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 renaming of the College Divisions to Schools.

Class Attendance Policy Revision

The College is required by Federal Financial Aid regulations to identify students who have never attended class or never logged in to an online course by the 15th calendar day of the term. The federal definition of Attendance/Non-Attendance was changed, going into effect during Summer Semester 2019. The following Class Attendance Policy has been updated to align with these new regulations:

3358:5-7-01 Class Attendance Policy

- (A) The curricula of all technologies at Clark State Community College have defined academic and technical skill performance levels. Creating the learning environment is the responsibility of faculty. Achievement of the performance levels is the responsibility of the student.
- (B) The enforcement of any attendance system is primarily a matter between the instructor and the student. **Attendance and participation standards should be reviewed promulgated** on the first day of class to enable students to understand specific regulations. In their own interest and that of the student, instructors are urged to keep class attendance participation records.
- (C) Steady and gradual progress toward achievement of academic goals is best accomplished through regular class participation. Therefore, students are expected to attend all class and laboratory sessions. When unavoidable absences do occur, students shall take the responsibility to contact the instructor to make arrangements for work that has been missed. Students should be aware that depending on the nature of the assignment and class policies, not all work can be made up.

- (D) Excessive absences and work that cannot or has not been made up may adversely affect the student's grade in a class. Instructors have the right to issue a lower grade, which may be a failing grade, to students who incur excessive absences and who have not officially withdrawn from the course. When a student has been absent to such an extent to cause inefficient performance, the student shall be reported to counseling through the early alert system. If absence is so excessive that it precludes satisfactory progress toward successful completion of the course, the records office may notify and drop the student from the course with a grade of "F" with the authorization of the academic dean of the division from which the course is offered.
- (E) **Non-attendance/Non-participation is defined as follows:**
- ***Beginning of Term (first day of semester through the end of the drop/add period):***
 - **Non-Attendance/Non-Participation is defined as *inactivity* in the classroom setting in the first 15 days of the term and a failure to communicate with the instructor to explain that period of inactivity.**
 - **A student who engages in an academic-related activity is considered attending/participating and should not be reported.**
 - **Examples of academic-related participation include:**
 - **Attending an in-person class**
 - **Submitting online academic-related activity (simply logging into an online class does not count)**
 - **Faculty can gauge attendance/participation through the 15th day of the term by one or more of the following means: class attendance, pre-class survey or online introduction, contact from the student, completed assignments, quizzes or exams, etc. Instructors are free to determine the best method for determining attendance/participation for their class(es).**
 - **Faculty must record the last date of attendance/participation for students who did not start the class or did not meet attendance requirements by the end of the 15th day.**
 - ***End of Term (student starts but doesn't finish- Last Date of Attendance):***
 - **Non-Attendance/Non-Participation is defined as a *lack of activity* in the classroom setting and a failure to communicate with the instructor to explain that period of inactivity.**
 - **Examples of inactivity may include: stopping in-person attendance at class, an absence of online participation, and/or a failure to complete assignments, exams, etc.**
- ~~If a student has never attended class through the 14th day of the semester, faculty are required to submit notification to the records office via the WebAdvisor system. The records office shall notify and drop the student from the course. All tuition and fees for the course shall be removed from the student's financial record. When a student stops attending class but never officially drops the course, faculty shall assign a final grade of "UW" (unofficial withdraw).~~
- (F) The College is required to report non-attendance to federal and state agencies that provide financial assistance to students. Failure to attend classes may also result in a student having to repay part or all of an allowance from the Veterans Administration and/or from other sources of financial aid.

Effective: October 15, 2019

Prior Effective Dates: 3/13/78, 7/1/82, 7/1/98, 5/14/10, 8/20/12, 3/18/15, **10/15/15**

Impact on students and/or student learning: This is a reporting change that will not impact students directly.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees approve the Class Attendance Policy as presented.

Continuing Education Policy Revision

The Continuing Education Policy was changed to reflect that students taking continuing education classes and wanting to pursue credit toward a degree can now use their credits toward any degree the College offers, not just an associate's degree.

3358:5-7-09 Continuing Education Policy

(A) Admissions and Courses:

The department of continuing education offers a variety of credit and non-credit courses of a technical and vocational nature. Admission to the program is open to all residents of the area served by the College. Students desiring to pursue credit toward an associate degree must comply with College admissions requirements. Non-credit or special interest courses carry no prerequisites.

(B) Services:

(1) Service to local business, industry, the professions, and government is one of the most important functions of the College. Every effort will be made, wherever sufficient interest is shown, to offer instruction which will allow employees to upgrade or retrain themselves through continuing education. A wide range of courses from basic fundamentals to those requiring considerable preparation and background is offered.

(2) The department also can develop and administer, both on and off campus, programs specially tailored to meet the needs of private and public organizations, agencies, and groups. Programs can be single-session meetings or those requiring numerous hours for completion.

(C) The Continuing Education Unit (CEU):

Various occupational standards, organizations, and professional groups are requiring members to update and upgrade their knowledge through continuing education activities. To facilitate this growing interest in life-long learning, the College awards the Continuing Education Unit (CEU). The CEU is generally equated to be ten contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and a qualified instructor. The awarding of CEU's provides individuals, groups, and institutions with a standard of measurement for the recording, reporting, accumulation, and transfer of adult participation in approved continuing education activities. Decimal units may also be awarded for participation of less than ten hours.

(D) The Mature Citizens' Educational Program:

(1) Citizens 60 years of age or older who desire to be exempt from tuition and general fees may enroll in most College credit and non-credit classes on a space available basis. Classes

which are excluded from this policy include but are not limited to non-credit STNA, phlebotomy, medical office specialist, welding, truck driver training, home inspection, specialized fire training, and high-skill specialized classes developed in the future. Continuing education third-party vendor courses including but not limited to Ed2Go on-line courses, home study activity director, and dental radiography courses are also excluded from this policy. Eligible persons desiring to participate in the program shall be exempt from normal admission requirements, as well as instructional and general fees, however, a materials fee shall be charged when applicable. In addition to course enrollment, participating citizens will have the opportunity to utilize College facilities, educational services, and take part in student activities.

- (2) Space available means classroom seats unoccupied by regularly enrolled students approximately one day before the beginning of the class.

Effective: October 15, 2019

Prior Effective Dates: 3/13/78, 7/1/98, 5/9/08, 8/20/12, 3/18/15, 10/15/15, **7/1/18**

Impact on students and/or student learning: This change will enable continuing education students to pursue any degree the College offers.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees approve the Continuing Education Policy as presented.

Trustee Bell made a motion to adopt the revised 2020-2021 and 2021-2022 academic calendars and approve changing the start date to one week later in the Fall and Spring semesters; rename the College Divisions to Schools; approve the Class Attendance Policy revision as presented; and approve the Continuing Education Policy revision as presented. Trustee Noonan seconded, and the motion passed unanimously.

Student Affairs Policy Revisions

Student Affairs conducts an annual review of all student related policies and procedures. After policies are reviewed and approved, the revised policies are updated in the Student Handbook. The attached polices require minor revisions, as described below:

- The Graduation Policy has been revised to reflect the addition of bachelor's degrees to our program offerings. The policy also establishes a residency requirement for bachelor's degrees.
- The Residency Policy has been revised to reflect the language in Ohio Revised Code regarding applications for residency status.
- The Student Identification Cards Policy has been revised to lower the cost of a replacement card and to include the Xenia location for obtaining a card.

3358:5-7-05 Graduation Policy

- (A) Clark State Community College awards the following degrees/certificates:

- (1) **Bachelor of Applied Science**
 - (2) Associate of Arts
 - (3) Associate of Science
 - (4) Associate of Applied Business
 - (5) Associate of Applied Science
 - (6) Associate of Technical Studies
 - (7) One-Year Certificates
- (B) To qualify for an ~~an associate~~ degree or certificate, a student must pass all required courses for the particular major and must have a cumulative transcript grade point average of at least 2.0. Students in certain majors as specified by the appropriate academic division must have a “C” as a minimum grade in specified courses.
- (C) All students are expected to complete the residency requirement of at least **30 credit hours of course work at Clark State for a bachelor degree**, 15 credit hours ~~of course work at Clark State~~ for an associate degree or 12 credit hours for a one-year certificate program. Credit equivalencies, as defined in the Credit Hour System Procedures (procedure number 3358:5-7-03.1), do not count toward the residency requirement. Credit equivalencies may not exceed one half of the required technical course credits for the degree or certificate program being pursued unless recommended by the faculty and approved by the academic division dean.
- (D) Credits earned through credit equivalencies for an individual student shall not exceed one-half the required technical course credits for the degree or certificate program being pursued unless recommended by the faculty and approved by the dean of the division.
- (E) Effective Spring Semester 2017, degree programs that contain one or more embedded certificates will automatically be awarded when the certificate requirements are completed unless the student contacts Records and Registration and indicates he/she does not wish to have the certificate credential awarded.
- (F) The transcribed graduation date shall be the last official day of the term during which a student completes the course of study.
- (G) The College will hold ~~one commencement ceremony~~ in May of each year **and as needed**.
- (H) The College reserves the right to modify its graduation and other requirements as needed.

Effective: October 1, 2019

Prior Effective Dates: 3/13/78, 7/1/98, 6/17/01, 6/8/06, 5/9/08, 8/20/12, 3/15/15, 10/23/15, 2/24/17, 3/24/17, **7/1/18**

3358:5-7-06 Residency Policy

It is the intent of the College to be consistent with the state of Ohio ~~Administrative~~ **Revised** Code in definitions of residency status for students.

- (A) As applied here, the purpose of the Ohio ~~Administrative~~ **Revised** Code is to exclude from treatment as residents those persons who are present in the state of Ohio primarily for the purpose of receiving the benefit of a state-supported education.
- (B) As an institution of higher education charged with reporting student enrollment to the Ohio Department of Higher Education for state subsidy purposes and assessing the tuition surcharge, Clark State Community College provides individual students with a fair and adequate opportunity to present proof of their Ohio residency for purposes of these rules. The College may require the submission of affidavits and other documentary evidence which it may deem necessary ~~to~~ **for** a full and complete determination under these rules.
- (C) ~~An petition for reclassification of residency~~ **Ohio Residency Application and appropriate documentation** must be **completed and submitted to the records office for determination of approval/denial** by the records office. ~~Such a~~ **Approval** must occur prior to the first day of the term for which it is to be effective.

Effective: October 1, 2019

Prior Effective Dates: 3/13/78, 7/1/98, 8/20/12, 3/27/15, 10/23/15, 2/24/17

3358:5-9-10 Student Identification Cards Policy

- (A) Students at Clark State Community College are issued identification cards. The initial card for a student is processed free of charge. If a replacement card is needed, \$~~15~~ shall be paid to the cashier's office. ~~The receipt given shall then be presented to the ID personnel as proof of payment.~~
- (B) ID pictures are taken in the library, Sara T. Landess 122 in Springfield, on the first floor of the Greene Center in Beavercreek, **Student Services in Xenia**, and the Admissions Office in Bellefontaine.
- (C) Students are requested to carry their ID card when on campus. It should be presented at the request of any College employee. The cards are nontransferable.
- (D) The ID card is necessary for the use of **various services on campus**, ~~the health clinic, the wellness center, admission to athletic events, to College social affairs, library services, bookstore usage, and various College events~~ and otherwise as a verification of enrollment.

Effective: October 1, 2019

Prior Effective Dates: 3/13/78, 7/1/98, 3/7/05, 3/27/15, 10/15/15

Impact on students and/or student learning: The revised Graduation Policy establishes the bachelor's degree as a graduation category for students.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees move to adopt the Graduation Policy, the Residency Policy, and the Student Identification Policy as presented, effective October 1, 2019.

Trustee Hall made a motion to adopt the Graduation, Residency, and Student Identification Policy revisions as presented, effective October 1, 2019. Vice Chair Ball seconded, and the motion passed unanimously.

Appointment of ACCT Delegate and Alternate

Clark State Community College is a member of the Association of Community College Trustees (ACCT). ACCT is governed by a Senate, which has the full authority of the membership, and is composed of the voting delegates of the Voting Members of the Association.

Governing and advisory boards of accredited not-for-profit community-based postsecondary educational institutions that primarily offer programs other than baccalaureate, graduate and professional degrees, including boards of state systems that include such institutions, are eligible to become Voting Members of the Association.

According to ACCT bylaws, Voting Members shall be represented at Senate meetings only by voting delegates, and each institution receives one voting delegate for each 20,000 of headcount enrollment. Voting Members may designate for each voting delegate an alternate who may serve as the voting delegate in the absence of any voting delegate from the same Voting Member.

The Senate shall hold at least one meeting annually. Such annual meeting of the Senate shall be the Annual Meeting of the Association (i.e., the annual Leadership Congress).

In accordance with ACCT bylaws, Voting Members shall certify to the president of the Association the names of their voting delegates and alternates before the designated deadline for such certification.

It is recommended that Brad Phillips be appointed as the college delegate and Andy Bell be appointed as the alternate delegate.

Impact on students and/or student learning: None

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees affirm the appointment of Brad Phillips as the college delegate and Andy Bell as the alternate delegate to the ACCT governing board.

Trustee Evans made a motion to affirm the appointment of Brad Phillips as the college delegate and Andy Bell as the alternate delegate to the ACCT governing board. Trustee McDorman seconded, and the motion passed unanimously.

Report of the President

President Blondin thanked Dr. Dan Phelan for attending, noting that he authored the book *Unrelenting Change, Innovation and Risk: Forging the Next Generation of Community Colleges*, which was read by

Dr. Blondin's campus book club last year. She indicated that Dr. Phelan's success coaching and advising is a model for the country, and he is at the top of her list of people who make a difference. Dr. Phelan was president of the AACC Board in the past, and is very well thought of as a go-to person in the higher education community.

Dr. Blondin then deferred to the Faculty, Staff and Student Senates for updates.

Faculty Senate President Dr. Victoria Marling reported that an issue with eCampus regarding significantly late delivery of books to students this semester is being investigated to determine the percentage of students affected as well as whether changes can be made to alleviate such delays in the future. Faculty and Staff Senates are working to stagger appointments of all-college committee members in an effort to maintain continuity from year to year. Faculty Senate has reviewed and revised the scheduling coordinators' levels of responsibility, and their work has been shared with Vice President Hunter for review.

Dr. Blondin thanked Dr. Marling for serving as Faculty Senate President one additional year due to the impending retirement of last year's President-Elect.

Staff Senate President Tracy Yates reported that in addition to the staggering of terms for all-college committee members, work is also being done to change committee bylaws to start electing committee chairs at the end of the current academic year to be effective with the next academic year instead of at the beginning of the academic year. Staff Senate is gearing up for their fall fundraiser; information will be shared at the October Board meeting.

Student Senate President Destini Jones reported that the Welcome Back Party was a success, and Student Senators will participate in an upcoming leadership conference as well as Community Service Day.

President Blondin reported the following:

- Executive Council is working on a short list of projects to be submitted during the upcoming Capital Bill cycle. The list will be shared with campus and the Board of Trustees for input. This year's process will take place earlier and in a shorter timeframe than in years past.
- The recent Nursing program accreditation visit went very well.
- Dr. Rhoda Sommers has joined the staff as Dean of Health, Human and Public Services, and we are glad to have her here.
- A Board luncheon with representatives from the Higher Learning Commission and Ohio Department of Higher Education will be held at 11:30 a.m. on Monday, September 23, during their visit regarding the Bachelor of Applied Science degree in Web Design and Development (BASWDD). Talking points regarding the degree were distributed to Trustees. Amy Sues, Aimee Belanger-Haas, and Naomi Louis are doing a great job preparing the campus for the visit.
- President Blondin's book club will be reading *The Power of Habit: Why We Do What We Do in Life and In Business*, recommended by Chairman Phillips. Chairman Phillips will join the group for discussion as his time allows.
- President Blondin is introducing the Clark State Catalyst Leadership Series this year, with the following leaders slated to visit campus: Dr. Merrill Irving – November 18-19, 2019; Dr. Dan Phelan – January 21, 2020; and Dr. Beverly Walker-Griffea – April 15, 2020. Additional information will be shared as these dates draw closer.
- A college Efficiency Report is due to the Ohio Department of Higher Education in November; it will be discussed at the October Board Finance and Facilities Committee meeting.

- Copies of the final summary of key higher education and workforce provisions enacted in the FY 2020-2021 Budget Bill as well as the final State Share of Instruction (SSI) formula were distributed to Trustees.
- We are pleased to announce that we are partnering with CareSource to co-locate a representative with John Minter in the Office of Student Support; we are happy to have them on campus to assist our students.

Report of the Board Chair

Chairman Phillips congratulated Mia Yaniko for her promotion to Education Section Chief of the Ohio Attorney General's Office. He also reported that he was involved in a meeting with Senator Matt Huffman and Clark State administration last week during which a representative from Tangible Solutions, Inc. talked about how influential the College had been in the company's success, noting that without our help getting them ISO certified, they would still be operating out of a garage. Chairman Phillips noted that Senator Huffman now better understands what community colleges do and how we are able to positively impact companies and individuals in the communities we serve. He asked that faculty and staff keep that impact in mind as we move forward.

Trustees' Open Forum

Trustee Noonan complimented the recently mailed brochure featuring all three area arts organizations noting that she received many positive comments about it from people in the community. Dr. Blondin noted that it was a follow-up item that stemmed from the joint dinner the three groups shared last year.

Trustee Evans congratulated President Blondin on being recognized as one of the Dayton region's 50 Most Influential Women by the Dayton Business Journal.

Executive Session ~ President's Compensation and Pending Court Action

Vice Chair Ball made a motion to enter Executive Session to discuss the President's compensation and pending court action. Trustee Hall seconded, and the motion passed 9-0 by a roll call vote. Executive Session commenced at 7:03 p.m.

Trustee Noonan made a motion to exit Executive Session and return to Regular Session at 7:37 p.m. Trustee Bell seconded, and the motion passed unanimously.

President's Compensation and Contract

Trustee Hall made a motion to approve President Blondin's 2019-2020 Incentive Plan goals. Trustee McDorman seconded the motion, and it passed unanimously.

Adjournment

Trustee Hall made a motion to adjourn the meeting, and Trustee Evans seconded. The motion passed unanimously, and the meeting adjourned at 7:38 p.m.