

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes
March 21, 2006

The Clark State Community College Board of Trustees met in regular session in the Boardroom of the Library Resource Center on Tuesday, March 21, 2006. Chairperson Faye Flack presided and called the meeting to order at 6:20 p.m.

Oath of Office

Chairperson Flack administered the oath of office to new Trustee Andy Bell, who was appointed to finish out the term vacated by Cathy Balas. The group congratulated him on his appointments and welcomed him to the Board.

Roll Call: Present: Jennifer Baader*, Andy Bell, Gary Buroker, Sharon Evans, Alicia Hupp, Than Johnson, Les Smithers, Vice Chair Jim Doyle, Chairperson Faye Flack, and President Rafinski

Others Present: Ed Busher, Dean of Student Affairs and Enrollment Management; Kris Culp, Director of College Relations/Executive Director of the Foundation; Joseph Jackson, Vice President for Business Affairs; Mary Patton, Director of Career Services and Community Outreach; Tammy Rumpf, Director of Human Resources; Andy Runyan, Vice President of Academic and Student Affairs; and Mellanie Toles, Assistant to the President

Recognition of Guests/Public Comment

Chairperson Flack welcomed the guests listed above and asked them to introduce themselves. Vice President Runyan introduced Dr. Ed Busher, new Dean of Student Affairs and Enrollment Management, to the Board and briefly reviewed his background; the Trustees welcomed him to the College.

There were no public comments.

Presentation

Mary Patton, Director of Career Services and Community Outreach, delivered a presentation entitled "GEAR UP Grant – Increasing Access to Higher Education for City School Students." She began by indicating that GEAR UP is an acronym which stands for Gaining Early Awareness and Readiness for Undergraduate Programs.

The grant is federally funded for a six-year period, with federal, state, and local levels. The grant's goals include increasing high school graduation, the college going rates, and the academic performance of low-income students; and enhancing school academic and curricular reforms including professional development for teachers of low-income students.

GEAR UP Ohio partners include the Ohio Board of Regents, Ohio College Access Network, and the Ohio Department of Education. GEAR UP Ohio will receive \$21 million for six years, and GEAR UP Springfield will receive over \$2 million for six years. Ms. Patton noted that Springfield will receive the largest portion of the grant, which indicates the challenges we face in the community, such as a high poverty level, low college participation, and high remediation rates.

The goals of GEAR UP Ohio are to:

- Ensure that GEAR UP students are academically prepared for high school completion and success in post-secondary education;
- Increase GEAR UP student and parent understanding of the importance and relevance of higher education and increase the number of students who aspire to higher education;
- Increase students' and parents' understanding of actual college costs and the availability of financial aid opportunities to assure financial affordability; and
- Assure that the eight lighthouse sites will become self-sustaining, develop civic participation in their programs, and spread awareness and replication in other schools and communities.

Springfield's GEAR UP sites include Springfield North and South High Schools and Schaefer Middle School. A total of 2,775 students will be served. Services will include teacher development in math, science, and reading; individual tutoring; mentoring; academic planning; college awareness advising; educational field experiences; college visits; financial aid training; parent workshops; summer programs; and freshman mentoring and orientation. It is hoped that the program will be replicated in the county schools in the future.

Ms. Patton reported that the superintendent of the Springfield City Schools as well as the principals of the schools involved have been very active on the Planning Committee and its search for a GEAR UP Director. She noted that GEAR UP advisors, advisory committee members, and an administrative/technical assistant are still being sought.

Ms. Patton also noted that Ohio's previous six-year GEAR UP grant (serving Cleveland and Ironton students) demonstrated that a comprehensive college access approach could significantly improve student aspiration and academic achievement, and she is excited about what the grant will mean for Springfield.

A brief question and answer period followed. The role of Aid for College Opportunities (ACO) was briefly discussed; Ms. Patton indicated that it has been unofficially agreed that ACO will be the college access program for the county schools, and GEAR UP will be the college access program for the city schools.

Chairperson Flack thanked Ms. Patton for her insightful presentation.

*Trustee Baader departed the meeting at 6:50 p.m.

Approval of Minutes

Chairperson Flack asked for a motion to approve the minutes of the Reorganization Meeting and Regular Board Meeting held on January 17, 2006. Trustee Buroker made a motion to approve the minutes as written. Vice Chair Doyle seconded, and the motion passed unanimously.

Human Resources Update

Resignations/Retirements:

Exempt

- Supervisor, Physical Plant – Judy Ramirez (retirement), effective 1/20/06

Non-Exempt

- Career Coach, South High School – Harold Daniels (resignation), effective 2/15/06
- Administrative Support, Business and Applied Technologies – Kimberly Cobb (resignation), effective 3/16/06

Advertised Positions/Searches/Interviews:

Exempt

- Director, GEAR UP Program, Career Services
- Truck Driver Trainer, TDTI
- Advisor, GEAR UP Program, Career Services

Non-Exempt

- Help Desk Specialist, Computing Services
- Administrative Assistant, GEAR UP Program, Career Services

Faculty

- Theater Arts Instructor and Program Coordinator
- Information Technology Instructor
- Mathematics Instructor
- Nurse Aide Instructor

Filled Positions:

Exempt

- Truck Driver Trainer – James Ross (part-time trainer, moved to full-time), effective 1/9/06
- Truck Driver Trainer – Ronald Langford (part-time trainer, moved to full-time), effective 1/9/06

Non-Exempt

- Financial Aid Specialist – Debbie Brewer, effective 1/17/06
- Custodian – Kim Fitch (internal, substitute employee), effective 2/6/06
- Mail Services Clerk – Sean Markley (internal, part-time Bookstore employee), effective 2/20/06
- Regional Representative, Area 7 Work Force Development – Michelle Valley, effective 2/20/06

Performing Arts Center Endowment Report

The Foundation agreed to invest the 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 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 12/31/05:

Original investment – April 2002	\$796,000
Additional Investment - December 2002	\$256,790
- December 2003	\$205,000
- May 2004	\$9,453
Interest Earnings	\$221,194
Fees Paid	\$13,443
Market Loss	(\$4,575)
Balance 12/31/05	\$1,470,419

Quarterly (October-December) Rate of Return 0.54%

Lehman Aggregate Index 0.59%

December Return 1.01%

Lehman Aggregate Index (December) 0.95%

The Foundation Board approved transferring these funds into the High Quality Bond Fund at their June 2003 meeting. A representative from the Commonfund met with the Foundation Finance/ Investment Committee on Thursday, August 18, 2005, to review the objectives of this fund and have a discussion of all of the Foundation investments with the Commonfund.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met at 1:30 p.m. on February 16, 2006, in the LRC Boardroom with Committee Chairperson Gary Buroker, Committee member Jim Doyle, Board Chairperson Faye Flack, President Karen Rafinski, and Vice President Joe Jackson present. Also present were Brad Sprague, President of Prism Municipal Advisors, and George Sarkis, the Attorney General's appointed bond counsel.

The entire meeting focused on bonded indebtedness specifically focusing on:

- Role of participants
- Brief summary of the bond financing process
- Role of OBR/Controlling Board
- Timeline
- Funding plan
- Draft bond resolution
- Role of Finance and Facilities Committee (Underwriter and Trustee Selection)

Detailed minutes of this meeting were distributed to all Trustees shortly after the meeting. The next meeting of the Board Finance and Facilities Committee is scheduled for Wednesday, March 15, 2006, at 7:30 a.m. in the LRC Boardroom.

Board Government/Community Relations Committee Report

The Board Government/Community Relations Committee met at 7:30 a.m. on Wednesday, February 22, 2006, in the LRC Boardroom with Committee Chair Sharon Evans, Board Chair Faye Flack, President Karen Rafinski, and Vice President Andy Runyan in attendance.

Agenda items included:

- National Legislative Agenda
- State Legislative Agenda
- Community Issues
- Other

The Committee's next meeting is scheduled for Wednesday, November 8, 2006, at 7:30 a.m. in the LRC Boardroom.

Major Gifts Campaign Update

Campaign revenue has reached \$7.85 million in private funds and \$1.34 million in public funding for a total of \$9.19 million.

A celebration for campaign volunteers was held on March 2 at the Polo Club. It was well-attended.

Phase II of the campaign has now been organized, with the first 40 prospects identified. A small group of volunteers and Kris Culp will make these solicitations over the next few months. Other Phase II activities currently underway include:

- Developing a marketing plan for the Education Wall of Honor;
- Working with Clark State students and the Bookstore on a fundraising activity;
- Working with a group of Health Technologies retirees and alumni to raise funds to support a naming opportunity in the new building to honor Connie Murphy, who established the College's RN, LPN, EMT, and MLT programs; and
- Continuing stewardship of campaign donors.

Sara T. Landess Technology and Learning Center Progress Report

Construction has quickly moved into the site work and underground utilities work. A new road has been cut in for the new loading dock and the excavation for the basement of the new building. The biggest challenge currently is accurate and timely communication to students, faculty and staff regarding pedestrian wayfinding between the Library Resource Center, Rhodes Hall and the Applied Science Center. We continue to work closely with the Disabilities Services Office so that ADA access, including parking, is adequately maintained at all times. One of the big early hurdles, which was to relocate natural gas lines and install new meters, has been accomplished with little to no disruption to campus. Weekly construction updates are being communicated to students, faculty and staff on CampusCruiser at: http://prod.campuscruiser.com/PageServlet?pg=home_welcome&cp=32.

Over the next month or so, work will continue to focus on the site work including underground utilities. Also, the new loading dock and access road should be completed and the old loading dock demolished. Once this occurs, pedestrian wayfinding between Rhodes Hall and the Applied Science Center will require a wider detour around the construction site. Safety and security of faculty, staff, students and visitors to campus is a high priority and is on the agenda at every weekly job progress meeting with the contractors. We encourage students, faculty and staff to point out safety issues each week when we post the construction progress update.

We are working closely with the Board Finance and Facilities Committee on the process of issuing debt to fund a portion of the construction. Upcoming milestones related to this process include interviewing and selecting an Underwriter, finalizing and recommending the bond resolution for Trustee action at the March

Board meeting, and responding to the Ohio Board of Regents' request for information in order for their Board to act favorably on our request at their April 20th Board meeting.

Liaison Reports

Clark State Foundation

- The primary focus of the Foundation remains the Major Gifts Campaign.
- The fund balance as of December 31, 2005, is \$11,789,374.
- The Finance/Investment Committee recommended, and the Board approved, to continue with Commonfund as the investment manager; to retain the current allocation of 70% equities and 30% bonds for Foundation funds, while continuing to follow state guidelines for investment of the Performing Arts Center funds; and to continue to reinvest all investment income less fees.
- With the approval of John Landess, the Board voted to allocate \$100,000 of Turner endowment earnings as a match for the Dane Miller gift to sponsor the Education Wall of Honor. (This is separate from the Turner Foundation campaign pledge.)
- The Foundation received a bequest of over \$190,000 from the estate of Garth Briggs, to be used for scholarships for students with financial need. The Foundation Board voted to allocate the funds for Champion City Scholars scholarships.
- Saturday activity sessions for the Champion City Scholars are occurring monthly, with Dee Garwood's assistance. The first two dismissals from the Scholars program have been implemented after the ninth grade students were placed on program probation and subsequently failed to raise their grade point averages. There are currently two eighth grade Scholars on probation. The Board authorized use of program activity funds to pay for tutoring at each of the six schools; Clark State students will be given first priority as tutors. The application process has begun to select the third cohort of fifty Scholars.
- Kris Culp's Certified Fund Raising Executive (CFRE) designation has been renewed for three years.
- Board committees (Fundraising, Marketing, Scholarship, and Executive) are meeting to review best practices at peer organizations and our own current practices. These discussions will lead to committee recommendations at the annual retreat in May.
- The Circle of Friends Steering Committee has secured \$40,000 in sponsorships for the fundraising gala and concert on April 8, 2006. John Field will receive the Founder's Award, and The Association will perform.

Council of Governments

- The Early Childhood Education Center (ECEC) is at 82% of capacity with 95 children enrolled; it is adequately staffed.
- The Council recently reviewed expansion plans for the Center, including a large gross motor skills room, which could be partitioned off and used for other purposes as well. The plans also call for additional storage space and restrooms. The shell of the building will be constructed, and JVS students will do the finish work to allow the Center to stretch its construction dollars.
- The ECEC's recent accreditation by the National Association for the Education of Young Children is valid until December 31, 2010, although strict guidelines must be followed to maintain it.
- The ECEC is now a contracted agency for the Ohio Department of Education's Early Learning Initiative, which has two primary purposes: 1) to meet the child care needs of working families; and 2) to assure that children often identified as at-risk for educational failure enter into kindergarten ready for success. As a result, bonus incentives ranging from \$15,000 to \$22,500 are available, based on the meeting of certain requirements and average attendance.

Report of the President

President Rafinski reported that:

- Clark State will deliver a presentation during the ACCT conference to be held October 11-14, 2006, in Orlando. The presentation, which will focus on the process for engaging the community in our major gifts campaign, has been placed under the “Leading Change in Your Community” track. Trustee Evans will provide the introduction, and President Rafinski, Kris Culp, and a Burgess and Niple representative will deliver the presentation. All Trustees are encouraged to attend.
- The Ohio Board of Regents’ Statewide Trustees’ Conference is slated for June 5 and 6, in Columbus.
- AACC Executive Director George Boggs recently presented the current national “State of the Union” from the community college vantage point, and last Friday, Secretary of State Ken Blackwell visited with the Higher Education Leadership Council to discuss his vision for transforming the Ohio economy. Details regarding both were distributed to all Trustees.
- The Board Human Resources Committee will meet on Friday, April 7, at noon in the LRC Boardroom to discuss the diversity agenda and finalize the Presidential evaluation questionnaire that will be distributed at the April Board meeting.
- The Board Finance and Facilities Committee will meet on Thursday, April 6, at noon in the LRC Boardroom to finalize the recommendation to the full Board on the financing of the building project(s). The June Finance Committee meeting will most likely be rescheduled due to a conflict with the Statewide Trustees Conference.
- The All-Ohio Academic Team luncheon is slated for March 29, 2006, in the Statehouse Atrium beginning at 11:15 a.m. Two of our students have been honored with placement on the third team. Invitations were extended to our legislators, and Representative McGregor has indicated that he will attend. The House and Senate will be presenting proclamations to our students, orchestrated by our local legislators.
- The Department of Jobs and Family Services has presented \$25,000 to Project Jericho to conduct a Youth Summit on their behalf. The Family Fun Fest will be held in conjunction with the Rotary Grand Prix on Sunday, May 21.
- We are moving in the direction of selling performance tickets with the Springfield Arts Council, allowing patrons to get tickets to all events at a single location.
- Chancellor Chu announced his resignation to accept a position at the Ralph Regula Center; his primary responsibility will be to serve as the key researcher on the economic impact of higher education in Ohio’s economy.
- The Specter-Harkin Amendment has been agreed to on the Senate floor in the U.S. Congress by a resounding 73-27 vote. The amendment adds \$7 billion to the sections of the FY07 federal budget that covers all of the programs under the jurisdiction of the Labor Appropriates Subcommittee. Ohio Senators Voinovich and DeWine voted in favor of the amendment, so perhaps our lobbying efforts have paid off.
- Clark State will be receiving national awards for our virtual tour and our “No Shoes, No Shirt, No Problem” distance learning ad at the upcoming National Council for Marketing and Public Relations conference. Competition involves public and private two- and four-year colleges and universities.

Report of the Board Chairperson

Chairperson Flack distributed and reviewed a list of possible Board Retreat or Work Session topics, indicating that several items are also included on the list presented by President Rafinski. It was determined that the lists would be combined and additional input would be sought from Trustees; Mellanie Toles is to email the combine list for feedback. It was also determined that a workshop focused solely on diversity will be held in May or June, and the top three or four remaining topics could be discussed at a retreat in August.

Board Members' Open Forum

Trustee Buroker indicated that the Foundation Board is gearing up for Phase II of the capital campaign, and they made need some help making calls. The Trustees' cooperation would be appreciated.

Trustee Smithers reported that he and Trustee Johnson attended the Futures Assembly in January and that he would share copies of various presentations at the April meeting.

Trustee Doyle reported that he, Trustee Johnson, and President Rafinski attended the ACCT National Legislative Summit in February. He noted that a large Ohio delegation met with the legislators, and the group met twice in preparation for the visits. He felt that they were much better prepared than they had been in the past, and the visits seemed very effective; legislators are finally taking notice that community colleges are the best deal in terms of higher education. Trustee Doyle and President Rafinski commented about the high ranking officials that have addressed the convention in recent years; this year David M. Walker, the Comptroller General of the United States spoke and shared some interesting facts.

Trustee Johnson inquired about the possibility of providing training for WalMart employees in light of their expansion in Springfield and Urbana. President Rafinski indicated that the WorkPlus Board approached them regarding training needs, and they indicated that they have their own training program for employees.

Action Items

The following items were presented for Board approval:

Personnel Recommendations ~ Exempt Employees

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

New Hires

- James Ross, Truck Driver Trainer, effective 1/9/06
- Ronald Langford, Truck Driver Trainer, effective 1/9/06

Impact on students and/or student learning: The Truck Driver Trainers interface directly with TDTI students.

Implications for budget, personnel, or other resources: No impact to budget; both trainer positions were already built into the budget.

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

Career Services Policy

Career Services is introducing a new employer policy designed to insure quality employment and internship/co-op opportunities for Clark State students/alumni, and protect students/alumni from deceptive or fraudulent employment prospects. In order to provide fair and equitable services to our students, alumni and other users of our services, the Career Center will adhere to the following policies for all recruiting activities sponsored by our office. The Career Center offers assistance to employers in accordance with the *Principles of Professional Conduct for Career Services and Employment Professionals* outlined by the National Association of Colleges and Employers (<http://www.nacweb.org/principles/principl.html>).

The Clark State Community College Career Center offers enrolled students, alumni and Clark State applicants access to information to help them explore careers, define career interests and pathways, and research majors.

The Career Center staff assists students and alumni with their job search including resume writing, interviewing and job search strategies. The job bank is a service for enrolled students and graduates of Clark State Community College. The Career Center offers on campus and area job fairs and recruiting events.

Disclaimer for students using the job bank

Due to the volume of job, co-op and internship postings received, the Clark State Community College Career Center does not research the integrity of each organization or person that lists a vacancy through this website. Inclusion of an organization in the job bank should not be considered an endorsement by the Clark State Community College Career Center of the organization nor its products or services. It is the responsibility of the job seeker to verify information included in the job, co-op or internship postings and to evaluate the working conditions, wages, safety, or other aspects of employment.

EMPLOYER POLICIES

The Clark State Community College Career Center has developed the following policies to ensure that Clark State students and alumni are treated fairly and are being recruited for viable positions.

The Career Center reserves the right to choose the companies, agencies and schools for recruiting privileges.

Companies, agencies, organizations or schools who meet the following definitions will be denied recruiting privileges:

1. Commission-Only Employment and Entrepreneurial Opportunities
Employers and individuals offering employment/entrepreneurial opportunities must pay a base salary equal to or greater than the federal minimum wage and comply with federal, state and local regulations.
2. Upfront Product Purchase
Employers and individuals offering employment /entrepreneurial opportunities with compensation packages requiring commission only or requiring prospective employees to purchase products, training or services upfront are not permitted to recruit on campus or attend job fairs.
3. "Pyramid" or "Multi-Level" Employers
Employers /individuals offering employment /entrepreneurial opportunities based on a "pyramid" or "multi-level" type networking structure requiring or encouraging the recruitment of others who recruit others and so on to sell products and services will not be permitted to recruit on campus or attend job fairs.

Impact on students and/or student learning: This employer policy was created to insure quality employment and internship/co-op opportunities for Clark State students/alumni, and protect students/alumni from deceptive or fraudulent employment prospects.

Implications for budget, personnel, or other resources: The policy should not impact the budget or personnel requirements.

It was requested that the Board of Trustees adopt the Career Services Employer Policy as presented.

2006-2007 Laboratory and Special Fees Schedule

The setting of the Lab Fee Schedule for the next year is part of the planning process for all academic divisions. Each year, quarterly reports are sent to the divisions on the lab fees collected and expended. This information, along with information on the projected enrollments, is used to recommend a Lab Fee Schedule to the office of the Vice President of Academic and Student Affairs.

Two areas of change that are unusual this year include three new courses in Six Sigma training offered through the Engineering Technology program and new, credit bearing classes in Truck Driver Training. In both cases, we are converting a course from non-credit instruction to credit. In both cases, the lab fee is designed to make up for the difference in revenue between what the College normally receives for these courses in a non-credit setting and the credit fees. The Six Sigma and Truck Driver Training courses are included as electives and are not requirements within related degree programs. As a result, students are not necessarily impacted by these lab fees unless they elect to take those specific electives. The estimated overall increase in lab fees projected below does not include any impact of these specific fees.

The proposed 2006-2007 laboratory and special fees schedule was distributed to Trustees prior to the meeting. If adopted, the fees would become effective Summer Quarter 2006.

Impact on students and/or student learning: Student lab fees cover costs for consumable supplies used as part of a lab experience or cover other costs that the college's tuition and state subsidy are not designed to reimburse. The academic departments make every effort to keep such costs at a minimum while still providing a sound learning experience for our students. Using historical enrollment figures the proposed revisions to lab fees would result in an overall increase of 3.8%.

Implications for budget, personnel, or other resources: The 2006-2007 budget income data will be driven by the Lab Fee Schedule as presented.

It was requested that the Board of Trustees approve the 2006-2007 Laboratory and Special Fees Schedule as presented, effective Summer Quarter 2006.

Use of College Facilities Policy

Over the past several months, the College has been reviewing and updating the policy and procedures relating to rental of its facilities by internal and external customers. The goal of the review and ultimate revision was to document and make more consistent the procedures which everyone needs to follow. The following policy requires Board approval, and the procedures were distributed for Board information:

3358:5-11-08 Use of college facilities policy.

- (A) The purpose of Clark state community college is to foster individual and community prosperity through access to the highest quality, learner centered education. The community recognizes the college as a vital community resource and enjoys high utilization of college facilities and staff for civic and cultural purposes.
- (B) The president shall ensure that the assets of the college are maintained and protected from unnecessary risks by preventing unnecessary exposure of the college, its board, faculty and staff to claims of liability.

- (C) One of the college's guiding principles is to act as good stewards of the resources with which we are entrusted.
- (D) The Clark state community college board of trustees shall permit upon application by a responsible organization or individual, the use of college facilities for public, cultural, educational, recreational and civic purposes. Facilities available for such usage shall include those areas as designed for public use as well as other appropriate facilities.
- (E) All events shall be conducted in accordance with federal, state, and local laws, regulations and ordinances.
- (F) The president, utilizing the provisions of sections 3313.75 to 3313.79 of the Revised Code as general guidelines, shall develop appropriate procedures and establish reasonable rental and fee rates.

Impact on students and/or student learning: None.

Implications for budget, personnel, or other resources: The policy and procedures are projected to generate additional revenue of approximately \$5,000 depending on future rental activity.

It was requested that the Board of Trustees approve the Use of College Facilities Policy as presented.

Reimbursement Resolution

The following Resolution will enable the College to go back 60 days from its adoption and be reimbursed from bond proceeds for capital expenditures made from College funds. This document protects our ability to reimburse ourselves for any costs incurred prior to the adoption of the Bond Resolution. This Resolution complies with the reimbursement requirements of the Internal Revenue Code and allows us to complete and sign Declarations of Official Intent each time funds are expended for the construction project. This Resolution also authorizes President Rafinski and Vice President for Business Affairs Jackson to sign as authorizing officers.

Please note that in the Declaration of Official Intent the maximum principal amount of bonds expected to be issued is stated as \$9 million. This in no way obligates the College to issue bonds in this amount nor does it determine the amount to be listed in the Bond Resolution. It merely sets a not-to-exceed ceiling on the prospective bond issuance. This Reimbursement Resolution may or may not be utilized but provides a safety net pending the culmination of the bond issuance process.

RESOLUTION

Authorizing Declarations of Official Intent under Federal Tax Regulations with Respect to Reimbursements from Tax-Exempt Obligations of Temporary Advances.

WHEREAS, United States Treasury Regulations §1.150-2 (the "Reimbursement Regulations") prescribe conditions under which proceeds of tax-exempt bonds, notes or other obligations ("Bonds") used to reimburse advances made for certain expenditures paid before the issuance of Bonds will be deemed to be expended (or properly allocated to expenditures) for purposes of Sections 103 and 141-150 of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, certain provisions of the Reimbursement Regulations require that there be a Declaration of Official Intent not later than 60 days following payment of the expense expected to be reimbursed from proceeds of Bonds, and that the reimbursement occur within certain prescribed time periods after an expense is paid or after the property resulting from that expenditure is placed in service; and

WHEREAS, this Board wishes to take steps to comply with the Reimbursement Regulations;

NOW, THEREFORE, be it resolved by the Board of Trustees of the Clark State Community College (the "College") as follows:

Section 1. Definitions. The following definitions apply to the terms used herein:

"Authorized Officer" means the President or the Vice President for Business Affairs of the College.

"Declaration of Official Intent" means a declaration of intent, in the form, manner and time contemplated in the Reimbursement Regulations, that the advances for expenditures referred to therein are reasonably expected to be reimbursed from the proceeds of Bonds to be issued after those expenditures are paid.

"Reimbursement" or "reimburse" means the restoration to the College of money temporarily advanced from its own funds and spent before the issuance of the Bonds, evidenced in writing by an allocation on the books and records of the College that shows the use of the proceeds of the Bonds to restore the money advanced for the expenditures. "Reimbursement" or "reimburse" generally does not include the refunding or retiring of Bonds previously issued and sold to, or borrowings from, unrelated entities.

Section 2. Authorization and Requirement of Declarations of Official Intent. Each Authorized Officer is authorized to prepare and sign Declarations of Official Intent in substantially the form attached hereto with respect to original expenditures to which the Reimbursement Regulations apply, to be made from money temporarily advanced and that is reasonably expected to be reimbursed (in accordance with applicable authorizations, policies and practices) from the proceeds of Bonds, to make appropriate reimbursement and timely allocations from the proceeds of the Bonds to reimburse such original expenditures, and to take any other actions as may be appropriate, all at the times and in the manner required under the Reimbursement Regulations in order for the reimbursement to be treated as an expenditure of such proceeds for purposes of Section 103 and Sections 141 to 150 of the Code. No advance from any fund or account or order for payment may be made for original expenditures (other than expenditures excepted from such requirement under the Reimbursement Regulations) that are to be reimbursed subsequently from proceeds of Bonds unless a Declaration of Official Intent with respect thereto is made within the time required by the Reimbursement Regulations.

Section 3. Open Meeting. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were taken in meetings open to the public, in full compliance with applicable legal requirements including Section 121.22 of the Revised Code.

DECLARATION OF OFFICIAL INTENT

For Reimbursement of Expenditures from Bonds/Notes

This is a Declaration of Official Intent under U.S. Treasury Regulations for purposes of Sections 103 and 141 to 150 of the Internal Revenue Code of 1986, as amended (the "Code").

1. The undersigned, on behalf of Clark State Community College (the "Issuer") declares that the Issuer reasonably expects that the capital and other expenditures described in paragraph 2 (the "Project") will be reimbursed with the proceeds of "bonds" (as defined in Section 150 of the Code). The maximum principal amount of bonds expected to be issued for the Project is \$9,000,000.
2. Description of capital and other expenditures to be reimbursed.

Expenditures for (insert a general functional description of property, project, program or purpose):

The undersigned has been authorized by the Issuer to make and sign this Declaration on behalf of the Issuer.

Date of Declaration:

CLARK STATE COMMUNITY COLLEGE

_____, 2006

By _____
(Signature)

(Type or print Name and Title)

NOTE: This Declaration of Official Intent will not be effective unless the bonds providing moneys for the reimbursement are issued and the reimbursement for the Project described above is made (by an allocation on the books and records identifying the expenditures as in paragraph 2 above) within the applicable period prescribed in the Treasury Regulations – generally, 18 months after the later of the date of the expenditure or the date the Project is placed in service, but in no event later than three years after the date of the expenditure.

Impact on students and/or student learning: None.

Implications for budget, personnel, or other resources: The resolution gives the College flexibility to determine if construction project expenditures should be paid from existing resources or from bond issuance proceeds.

It was requested that the Board of Trustees adopts the Reimbursement Resolution as presented.

Trustee Johnson made a motion to approve all of the action items above as presented. Trustee Hupp seconded, and the motion passed unanimously.

Adjournment

Trustee Smithers made a motion to adjourn the meeting, and Trustee Buroker seconded. The motion passed unanimously, and the meeting adjourned at 7:35 p.m.