BOARD OF TRUSTEES
SPECIAL MEETING

Minutes
December 2, 2025

The Clark State College Board of Trustees met in special session in LRC 320 on Tuesday, December 2, 2025. Board Chair Sharon Evans presided and called the meeting to order at 11:12 a.m.

Roll Call

Present in Person: David Ball, Kyle Hall, Mitchell Hurst, Manuel Lopez Ramirez, Mike McDorman, Ben Vollrath, Vice Chair Becka Rowland-Buckley, Chair Sharon Evans, and President Jo Alice Blondin

Others Present in Person: Doug Schantz*, Executive Vice President for Finance, Facilities and Operations; and Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects

Others Present Virtually: Dr. Kim Bobby**, Association of Governing Boards (AGB) Search Consultant; Dr. Jeanne Jacobs**, AGB Search Consultant; Elizabeth Smith, Principal Assistant Attorney General – Education Section, Ohio Attorney General's Office

Recognition of Guests/Public Comment

There were no additional guests nor public comments.

Conflicts of Interest

No conflicts of interest were reported.

Trustee Professional Development

Dr. Blondin reported that Senate Bill 1, effective June 27, 2025, established a framework for training trustees at all two-year and four-year public colleges in Ohio. The legislation requires the Chancellor to develop and annually deliver educational programs designed to address the role, duties, and responsibilities of Board of Trustees members. The guidelines were distributed to Trustees, and it was noted that current Trustees with more than one year of their term remaining must complete educational programming on topics A-Q every two years, with the initial two-year timeframe beginning June 27, 2025. Current Trustees with less than one year remaining are strongly encouraged to complete the training but are not required to do so.

Mellanie Toles will keep track of the training requirements for each Board member. Trustees who attended the Statewide Trustees conference both in person or virtually on September 18, 2025, fulfilled requirements A, I, L, O, and P, and today requirement G is fulfilled with our ethics training. Training for the remaining requirements can be fulfilled through online training modules that will cover each required topic. The first module will be released in the first quarter of 2026.

Dr. Blondin noted that it is possible that some of the requirements may also be met by attending sessions at the various national conferences Trustees attend as well as some of the information provided during Work Sessions. She will seek further clarification from the Ohio Department of Higher Education (ODHE) regarding whether information provided during our own meetings is acceptable or if only the scheduled

training must be completed to meet the requirements.

Action Items

The following items were presented for Board approval:

2025 Ohio Department of Higher Education Efficiency Report

Section 3333.95 of the Ohio Revised Code requires the Chancellor of Higher Education to maintain an Efficiency Advisory Committee composed of members from each of Ohio's public colleges and universities. The purpose of this committee is to generate efficiency reports for campuses, identify shared services opportunities, streamline administrative operations, and share best practices in efficiencies among colleges and universities. The law additionally requires an annual report to be completed by the Ohio Department of Higher Education. The college and university data captured from this report for fiscal year 2025 will allow the Ohio Department of Education to produce the 2025 Efficiency Advisory Committee Report, as required by law.

(Copies of Clark State's Efficiency Report was distributed to Trustees prior to the meeting and are available in the office of the Executive Vice President for Finance, Facilities and Operations.)

Impact on students and/or student learning: The efficiency report revolves around three simultaneous principles: 1) to be more efficient both in expense management and revenue generation; 2) while offering an education of equal or higher quality; and 3) decreasing costs to students and their families.

Alignment with Strategic Plan: Being a good steward of resources and promoting efficiency in operations at Clark State College supports strategic plan goals 1 and 2. These operational efficiency efforts help to promote stronger academic programs and positively impact the educational environment (physical and operational) in a manner that fosters student success.

Implications for budget, personnel, or other resources: There is no direct impact on budget, personnel or other resources from preparation of the report.

It was requested that the Board of Trustees approve the College's 2025 Ohio Department of Higher Education Efficiency Report for submission to the state.

Resolution for Exceptions to the American Civic Literacy Requirement

On September 23, 2025, the Board of Trustees approved Clark State's American Civic Literacy Plan, which would require all bachelor's degree students graduating in Spring 2029 and thereafter to complete an approved American Civic Literacy course as part of their general education requirements. The Ohio Department of Higher Education has requested a Board resolution regarding exceptions to this requirement.

Impact on students and/or student learning: All students graduating from a Clark State bachelor's degree program in Spring 2029 and after will complete a course on American Civic Literacy. The president or her designee may exempt a student from this requirement if they have taken at least three credit hours, or the equivalent, in a course in the subject area of American history or American government which includes the study of the documents described in ORC Section 3345.382 (B)(1) to (7).

Resolution of the Board of Trustees

Whereas, the Clark State Board of Trustees has approved a Civic Literacy Plan as required by the State of Ohio; and

Whereas, said Civic Literacy Plan requires that all students graduating with a bachelor's degree in Spring 2029 and thereafter complete an American Civic Literacy course pursuant to ORC Section 3345; and

Whereas, under division (D)(3) of ORC Section 3345.382, the president or designee may exempt a student from said requirement if the student has taken at least three credit hours, or the equivalent in a course in the subject area of American history or American government which includes the study of the documents described in divisions (B)(1) to (7) of this section;

Therefore, be it resolved that the Clark State College Board of Trustees hereby approves that the president or designee may exempt a student under division (D)(3) of ORC Section 3345.382 if the student has taken at least three credit hours, or the equivalent, in a course in the subject area of American history or American government which includes the study of the documents described in divisions (B)(1) to (7) of this section.

By action of the Board of Trustees on December 2, 2025.

Alignment with Strategic Plan: This aligns with Strategic Goal 1: Develop and strengthen quality, innovative academic programs.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopt the resolution regarding exceptions for the American Civic Literacy requirement as presented.

Faculty Workload Policy Revisions

Section 3345.45 of Senate Bill 1 requires that the Board of Trustees adopt a Faculty Workload Policy that designates the load expectations of full and part-time faculty, consistent with standards provided by the Chancellor of the Ohio Department of Higher Education.

The Chancellor provided guidance on October 24, 2025, that requires that full-time faculty at community colleges devote 75% - 80% of their time to undergraduate instruction with the remainder divided between professional development and service and that the role of part-time faculty is instruction. Consistent with this guidance, Clark State is updating its Faculty Workload Policy.

3358:5-3-12 Faculty Workload ~~and Overload~~ Policy

Effective: ~~April 1, 2025~~ **December 2, 2025**

1. **Faculty whose principal appointment is in associate degree departments and programs, with no, or limited baccalaureate activity, should have undergraduate teaching as their major**

responsibility. Some faculty may have unique institutionally assigned administrative responsibilities in addition to professional development and service as part of their workload expectations. Faculty with institutionally designated responsibilities are expected to devote at least 75 percent of their total workload to teaching-related activities. Other faculty are expected to devote at least 80 percent of their total workload to teaching-related activities, with the remaining devoted to professional development and service (ODHE Standards for Instructional Workloads for Full-Time and Part-Time Faculty).

2. **Part-time faculty include those persons appointed to carry out instructional responsibilities dictated by enrollment demand or by the special needs of an academic unit. Because their primary responsibility is teaching, part-time faculty are not usually expected to engage in other duties. Like all faculty, they are expected to fulfill all teaching obligations, including meeting all sessions of assigned classes, preparation for the classes, timely grading and return to students of assignments and examinations, and maintaining office hours or another method of permitting students in their classes to meet with them. The actual assignment of instructional responsibilities for a part-time faculty member will be determined by contractual agreement with the institution (ODHE Standards for Instructional Workloads for Full-Time and Part-Time Faculty).**
3. Clark State College's load for instructional faculty is designed to be competitive with other colleges of similar size and geographic location.
4. ~~Faculty responsibilities lie in the areas of teaching/learning, professional growth, and service to the College and community.~~
4. The teaching load for nine-month full-time instructional faculty is 15 load hours per term or 30 per academic year.
5. The number of days nine-month faculty are on contract is 173.
6. Faculty Workload Procedures will be reviewed and updated every five years.

Prior Effective Dates: 3/13/78, 4/24/78, 6/15/82, 2/7/83, 9/16/91, 1/1/94, 7/1/98, 9/1/01, 4/18/03, 9/1/04, 9/1/06, 11/15/10, 8/20/12, 3/18/2015, 10/15/15, 7/1/18, **4/1/25**

Impact on students and/or student learning: None

Alignment with Strategic Plan: This policy aligns with Strategic Goal 1: Develop and strengthen quality, innovative academic programs.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopt the revised Faculty Workload Policy, as presented, effective January 1, 2026.

David Ball made a motion to approve the College's 2025 Ohio Department of Higher Education Efficiency Report for submission to the State; to adopt the resolution regarding exceptions for the American Civic Literacy requirement as presented; and to adopt the revised Faculty Workload Policy, as presented, effective January 1, 2026. Vice Chair Rowland-Buckley seconded the motion, and it passed unanimously.

President Blondin commented that Faculty Senate has done excellent work with the revised Faculty Workload Policy and has been a great partner with us in this.

*Executive Vice President Schantz exited the meeting at 11:20 a.m.

Amended Agenda

Trustee Ball made a motion to amend the agenda to include Dr. Blondin's presentation entitled, "Evaluation Criteria for New President and Possible New Evaluation Tool for Board of Trustees;" Report of the President; Report of the Board Chair; and an Executive Session regarding the New President. Trustee McDorman seconded, and the motion passed unanimously.

Evaluation Criteria for New President and Possible New Evaluation Tool for Board of Trustees

President Blondin provided an overview of trends, headwinds and opportunities that may be encountered in the near future, including:

- New Policy Landscape and Priorities (new Ohio Governor, federal grants, communities)
- Workforce Development Ecosystem
- Economy, Inflation and Talent Development
- Culture (strengths and fatigue)
- Enrollment Funnels
- Changes in SSI Funding Formula
- Active and Sustained Collaboration
- AI and Technology Enhancements
- Facilities
- Accreditation Pressures

Discussion ensued regarding the possibility of legislators looking at state institutions and trying to get two-year colleges to merge with four-year institutions in light of recent fiscal issues at one community college, which is something to be kept in mind so we can protect ourselves as well as collaborate as best we can. Dr. Blondin noted that Avi Zaffini at the Ohio Association of Community Colleges (OACC) has been asked to create some best case/worst case scenario groups; in her opinion, the Governor may ask OACC to create a consolidation plan. OACC colleges are taking steps to work together and determine where shared services make sense among them. It was noted that it would be very difficult to create a system in Ohio due to distance and other issues, but we need to be prepared. Overall Clark State is sitting in a really good position.

Dr. Blondin reviewed the transition timeline, noting that she is open to all eventualities.

Trustee Ball noted that we need to have the Transition Team named and approved at the January Board meeting with each location represented. Dr. Blondin will work with Trustee Ball on the list. Trustee McDorman mentioned that he felt the team should be kept smaller, noting that he does not feel that a committee of twenty is needed.

Chair Evans indicated that we may need to use some Work Session time to bring some of these matters to closure, and the possibility of the Association of Governing Boards (AGB) and the Association of Community College Trustees (ACCT) presenting their respective tools back to back was discussed.

Report of the President

President Blondin reported the following:

- Doug and Leslie Folkerth recently made a $100,000 to benefit the Agriculture Program and announced that they have put the Clark State Foundation in their will for a planned gift.

- The ACCT National Legislative Summit will be held February 8-11, 2026, in Washington, DC, and Mellanie Toles will distribute information soon for those interested in attending.

Report of the Board Chair

Chair Evans reminded Trustees that the Foundation will hold its Evening of Gratitude this evening in the Performing Arts Center Lobby beginning at 5:30 p.m. She asked Trustees planning to make any type of donation to the Foundation this calendar year to please consider giving it tonight on Giving Tuesday, noting that the Jo Alice Blondin Student Opportunity Fund will launch tonight. Dr. Blondin noted that she is excited about the opportunity to help students with expenses like childcare, bills, etc. and mentioned letters between President Brinkman and Dean Sweet many years ago asking for funding for various students' needs, which has become the backbone of what this scholarship fund is being set to accomplish.

Chair Evans commented that Convergent, led by Joe April, has done an excellent job of righting the ship of the Foundation. Dr. Blondin agreed that they have been fantastic and mentioned that the Greater Springfield Partnership has used them previously for fundraising.

Executive Session – Selection of New President

**Drs. Kim Bobby and Jeanne Jacobs entered the meeting at 12:35 p.m.

Trustee Ball made a motion to move into Executive Session for the consideration of the next Clark State president and their compensation. Trustee Lopez Ramirez seconded, and the motion passed unanimously via a roll call vote. Executive Session commenced at 12:36 p.m.

Trustee Ball made a motion to exit Executive Session and to return to regular session at 3:20 p.m. Trustee Lopez Ramirez seconded, and the motion passed unanimously.

Selection of Clark State's Next President

Trustee Ball thanked Mellanie Toles and President Blondin for their guidance and support during the search process and also thanked AGB Search Consultants Dr. Kim Bobby and Dr. Jeanne Jacobs for their guidance. Dr. Bobby commented that they were so honored to have the opportunity to partner with us in this important process, and they will continue to partner with us during the transition.

Trustee Ball made a motion to name Dr. Evon Walters as the next President of Clark State College and to make an employment offer to him in the proposed salary range discussed during Executive Session. Trustee Lopez Ramirez seconded the motion, and it passed unanimously via a roll call vote.

Adjournment

Trustee McDorman a motion to adjourn the meeting, and Trustee Vollrath seconded. The motion passed unanimously, and the meeting adjourned at 3:26 p.m.