BOARD OF TRUSTEES
REGULAR MEETING

Minutes
October 28, 2025

The Clark State College Board of Trustees met in regular session in LRC 320 with the majority of guests attending virtually via Zoom on Tuesday, October 28, 2025. Board Chair Sharon Evans presided and called the meeting to order at 6:21 p.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: Dr. Dawayne Kirkman, Senior Vice President of Student Affairs, Enrollment Management, and Regional Locations; Kerry Pedraza, Executive Director of the Foundation; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects; and Nina Wiley, Assistant Vice President of Student Affairs

Others Present Virtually: Dan Ayars, Director of Facilities, Operations and Maintenance; Kristen Bancroft, Faculty Senate President/Assistant Professor, Allied Health and Public Services; Dr. Travis Binkley, Dean of Enrollment Services; Kierre Brown, Assistant Dean of Business and Applied Technologies; Dr. Eric Charlton, Dean of Allied Health and Public Services; Dr. Sterling Coleman, Director of Library Services; Lori Common, Communications Coordinator; Erika Daggett, Director of Marketing; David Farrell, Senior Staff Accountant; Dave Ferguson, Director of Workforce; Dr. Adrienne Forgette, Provost and Vice President of Academic Affairs; Dr. Matt Franz, Senior Vice President of Enterprise Operations; Heather Hollinger, Instructor, Arts and Sciences; Natalie Johnson, Associate Dean, Regional Locations; Naomi Louis, Dean of Arts and Sciences; Kelly Neriani, Staff Senate President/Director of Institutional Research; Mary Oliver, Director of Donor Engagement; Dr. Adam Parrillo, Dean of Business and Applied Technologies; Isis Rucker, Student Senator; Elizabeth Smith, Principal Assistant Attorney General – Education Section, Ohio Attorney General's Office; Elecia Spain, Assistant Dean, Access and Retention Services; Amy Sues, Dean, Institutional Effectiveness; Dr. Jamie Teeple, Assistant Dean of Arts and Sciences; Nina Wiley, Assistant Vice President of Student Affairs; Abigail Yinkere, Student; and Bibora Yinkere, Student

Recognition of Guests

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

Public Comment

There were no public comments.

Conflicts of Interest

No conflicts of interest were reported.

Student Success Story

Assistant Vice President of Student Affairs Nina Wiley introduced Bibora Yinkere, a student from Nigeria

with a Bachelor's degree in Finance/Banking and two Master's degrees in Public Administration and Environmental Management, along with her daughter, Abigail Yinkere, who earned a Bachelor's degree in Accounting previously. Both are in their first semester of the registered nursing program and are Phi Theta Kappa members.

Abigail reported that her experience at Clark State has been amazing, and she loves it here because faculty, staff and students are all so friendly and it is a great environment. She indicated that her favorite time was Freddy Shegog's very impactful speech regarding legacy last month, indicating that she thinks about it. She suggested that the College add additional events that will help bridge the language barrier, since that makes things difficult at times. Ms. Yinkere noted that one of the challenges her family is facing right now is financial since her father's contract at Wright Patterson Air Force Base ended, and everyone in the family is in school right now, but they are all doing great socially.

Bibora reported that she never dreamt she would be in the same class with her daughter, but with the help and encouragement of Mary Von der Haar, she decided that she could add value to her country back home by becoming a nurse since her childhood dream was to become a doctor. It was decided that her daughter was going to be a nurse, and she would join her. Mrs. Yinkere noted that she was very proud of herself for passing her Statistics class, and the most intriguing part of her education has been the use of technology, which her daughter helps with. She commented that driving in the snow was quite a culture shock for them since they do not have snow in Nigeria, and learning about time management was one of the best things she has done. Mrs. Yinkere also shared that communication is quite a challenge because she only understands about 50% of what professors say, and she would like Clark State to support students like her more in that regard, and perhaps improving on the orientation process.

Chair Evans thanked them for their time and suggestions since the Board loves to receive input from students regarding how to improve the student experience and ensure their success. When asked whether they plan to return to Nigeria to work as nurses or remain here, Abigail and Bibora both indicated that they would like to stay here longer before returning home to use their knowledge there. The Board wished them both well and gave them a round of applause.

*Ms. Yinkere, Mrs. Yinkere, and Assistant Vice President Wiley exited the meeting at 6:34 p.m.

Report of the Board Chair

Chair Evans reported that she delivered a presentation at the Association of Community College Trustees (ACCT) Annual Congress entitled "Centering Student Experiences with the Board of Trustees to Improve Outcomes and Governance" with President Blondin, Trustees Rowland-Buckley and Hall, and Dr. Dawayne Kirkman. It was very successful despite an early morning time slot and strange location; the large audience was very engaged, and people stopped them on the street and commented on their great presentation. She noted that it was a wonderful opportunity, and the conference itself was terrific.

Report of the President

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

Faculty Senate President Kristen Bancroft reported that faculty are advancing the faculty evaluation work as well as the Compensation Task Force efforts, which they are intentionally aligning with Dr. Blondin's Communication Plan. Communication between Faculty Senate and academic deans has been strengthened this year. Their work aligns with Goals 1 and 4 of the Strategic Plan.

Student Senator Isis Rucker reported that each Student Senator participates in an all-college committee and brings the information shared back to Student Senate for discussion. They are currently gearing up for the 3rd annual Culture Fest, which is one of their most popular events. Their work aligns with Goal 4 of the Strategic Plan.

Staff Senate President Kelly Neriani indicated that during Staff Senate's last meeting, they finalized plans for their first staff event, Lunchtime Bingo, which is focused on Goal 3 of the Strategic Plan, cultivating a culture of care. Senators also took a tour of their new space on the portal to show everyone where they can find Senate and All-College Committee minutes; this aligns with Goal 4 of the Strategic Plan regarding effective and efficient communication.

President Blondin reported the following:

- Next week an article she wrote entitled, "I am Retiring. Can the Term 'Noncredit' Retire Too?" will be coming out in The EvoLLLution: A Modern Campus Illumination. She is also in the process of writing an article for the American Association of Community Colleges regarding Workforce Pell grants.
- We received wonderful news that the College has been selected as one of 200 community colleges across the country to compete for the Aspen prize. The winner will receive $1 million, and there will be two runners up. The application process involves submitting a variety of improvement data that we will be compiling over the next two years. She noted that we are seeing the fruits of our State Share of Instruction work and that no Ohio colleges have ever been selected for the Aspen prize. They have access to our data through Achieving the Dream and asked us to participate. Although her predecessor will have the opportunity to see it to completion, we will do everything we can to put together the best application possible. We are expecting a press release from Aspen regarding this tomorrow.
- She delivered a standing-room-only special session with Nasser Paydar, President of the Council of Higher Education Accreditation, at the ACCT Annual Congress regarding "Community Colleges and the Changing Landscape of Higher Education."
- She met with Governor DeWine yesterday at Dunkin' Donuts; he invited her to meet and discuss her post-retirement plans. She noted that she is hopeful that he and Lt. Governor Tressel will be back for another campus visit soon.
- Mellanie Toles recently spearheaded the college-wide administration of the PACE institutional climate survey, which is typically administered every three years. This year we incorporated a variety of questions regarding shared governance. The results are expected in late December.
- At the Ohio Association of Community Colleges Annual Meeting, she delivered a presentation with Board Chair Evans, Global Impact STEM Academy (GISA) Founding Superintendent Josh Jennings, and Doug Schantz entitled, "A Partnership for Innovation: Clark State College and Global Impact STEM Academy Preparing Tomorrow's Innovators Today."
- There will be no Board meeting in November, and instead a Board retreat will be held on December 2, most likely in LRC 320. The retreat will focus on some aspects of Senate Bill 1 compliance, ethics training, a short presentation on goals and ideas for the new president, and an executive session regarding deliberation regarding the new president. Mellanie Toles will send a calendar request very soon.
- She attended the Wittenberg University President's investiture, which was well attended by delegates from various colleges and universities. Dr. Christian Grady gave an excellent speech celebrating the day but also being very clear about the challenges that lay ahead for Wittenberg.
- She distributed two articles to Trustees: "The Two-Minute Mile Problem: Is Higher Ed Ready for Acceleration?" and "As SB 1 Impacts Ripple Across Ohio College Campuses, Students, Faculty Say 'The Chill is Real.'"

Approval of Minutes

Chair Evans asked for a motion to approve the minutes of the Regular Board Meeting held on September 23, 2025. Trustee Ball made a motion to approve the minutes as written; Trustee Vollrath seconded, and the motion passed unanimously.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met on Tuesday, October 14, at 8:00 a.m. in LRC 320. Those present included Mitch Hurst, Committee Chair; Board Chair Sharon Evans; Trustee members Dave Ball, Becca Rowland-Buckley and Manuel Lopez Ramirez; Dr. Blondin, President; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Dr. Matt Franz, Senior Vice President, Enterprise Operations; Dr. Dawayne Kirkman, Senior Vice President, Student Affairs, Enrollment Management and Regional Locations; Dr. Adrienne Forgette, Provost and Vice President of Academic Affairs; Kerry Pedraza, Executive Director, Foundation; Kathy Nelson, Controller; Lindsee Adams and Abi Wyer SOAR Participants; Susan Kelly, Recorder

- Call to Order
- Roll Call
- Approval of September 12, 2025, Meeting Minutes
- Quarterly Financial Report as of September 30 – Schantz
- Unaudited Annual Financial Report - FY 2025 Close – Schantz
- Regional Locations/HBC/PAC Quarterly Financials – Schantz
- Multi-Year Budget – Schantz
- Single Audit – 2025 Federal OMB Compliance Supplement – Schantz
- Capital and Community Projects Update – Schantz
  - GISA Expansion (Phase 2)
  - Applied Science Center Renovation (Phase 1)
  - Champion City Sports and Wellness Center
- Legislative Update – Dr. Blondin
- Legislative Compliance – Dr. Blondin
- Annual Planned Allocation and Distribution of Reserve Funds
- Requested Use/Spend of Reserve Funds
  - Deferred Maintenance
  - New Program – Medical Imaging
  - Campus Facilities – Programming and Usage Assessment
- Open Discussion/Other Business
- Next Meeting – November 10, 2025, 8:00 a.m., LRC Board Room 320/Virtually via Zoom

Quarterly Financial Reports

The Revenue/Expenditure report along with the Balance Sheet, Statement of Reserve Activity and the Statement of Restricted Income and Charges were distributed to Trustees prior to the meeting. The following was noted:

<u>Revenue</u>
State Share of Instruction (SSI) – The fiscal year (FY) 2026 budget is based on course completion (50%), success points (25%) and completion milestones (25%).

Student Fees revenue represents Fall semester activity through September 30 and shows a surplus in comparison to what was budgeted for the academic year. The Office of Enrollment/Admissions is taking a multi-pronged approach to implementing strategies to continue a favorable impact on Spring enrollment.

Workforce Non-Credit Training revenue is currently below budget.

Performing Arts Center (PAC) ticket revenue is currently below budget. HBC/PAC Rental revenue is currently below budget.

Total revenue is up $918,900 (8.2%) from the previous fiscal year.

Expenditures

Most general fund expense categories as well as expenditures by object code categories are tracking favorably with budget.

Total expenses are up $719,700 (10.5%) over last year. Occupancy expenses are higher this time of year due to early spending for maintenance contracts, IT software and contracts, and insurance. Supplies are higher due to early spending in lab expenses. Communications is higher due to early spending in Academic Support, annual dues, and special projects. By function, this activity in expenses has the greatest impact on Academic Support, General Expenses, and General Administration.

Auxiliary Enterprises

Bookstore operations are reflecting revenue below budget for the year, but reduced expenses help to mitigate that loss. Overall, Bookstore operations are reflecting a net deficit.

Commercial Transportation Training Center (CTTC) continues to garner interest in its program with grant support from the State that funds training for qualified students. The program is currently reflecting a deficit.

Parking revenue is trending close to budget and reflects Fall revenue. A net surplus is currently being reflected.

Food Service, in addition to the new partnership with Fresh Abilities at the Eagles Nest, is supplemented by expanded vending options provided by Sheehan Brothers Vending. All revenue in the Food Service budget is provided by a cooperative commission agreement with Sheehan Brothers Vending.

Balance Sheet

Total current funds have decreased by $1.9 million (9.6%) compared to the first quarter of FY 2025. This decrease is a result of changes in Receivables and Cash due to timing of draws for restricted funds.

The Total Investment in Plant fund balance has decreased $1.6 million (2.5%) due to a decrease in capital projects in fiscal year 2025, and depreciation reduced the total plant fund balance for the fiscal year.

Restricted Statement

The restricted budgets, along with the grantor stipulations, were approved by Trustees at the September 2025 Board Meeting.

Any grants where the expended/encumbered amount exceeds the received amount are because funding is on a reimbursement basis. Many programs require quarterly billings, which will go out during the month

after quarter end. The student financial aid Pell grants are drawn monthly.

(Descriptions of all of these programs were distributed to Trustees prior to the meeting.)

Statement of Reserve Activity

Total ending balance for the quarter was $8,718,980. As of September 30, 2025, there was enough money in Reserves to operate the General Fund of the College for 90 days.

Unaudited Financial Report FY 2025

The fiscal (FY) 2025 financial reports for the College and the Foundation will be submitted to the Auditor of State in the month of October. The audit team from Plattenburg has been performing their fieldwork primarily during the month of August and September.

Part of the final process in preparing for the audit is converting the College's internal financial statements into the Governmental Accounting Standards Board format. These are the statements used to calculate the College's composite score for the Senate Bill 6 financial ratios.

The internal financial statements in the format presented to the Trustees at each Board meeting were distributed to Trustees prior to the meeting. The report details revenues and expenses for both the General Fund and the Auxiliary Enterprises compared to the FY25 budget and compared to recent fiscal years. A net surplus of $220,925 is reflected in the General Fund activity for the year.

The Bookstore experienced a loss from operations of $51,567; the Commercial Transportation Training Center experienced a gain of $73,285; and the Parking fund experienced a gain of $5,620. The Food Service operation experienced a gain of $7,282. Since the pandemic, food service is no longer subsidized due to our partnership with Fresh Abilities. All revenue is from a cooperative commission agreement with Sheehan Brothers Vending.

The Statement of Reserve Activity through June 30, which reflects $344,226 in expenses, was distributed to Trustees prior to the meeting. For Appropriated Reserves, Board approved spend includes $210,535 for deferred maintenance; $67,281 for the Presidential search through AGB; and $48,447 for a strategic marketing plan. As of June 30, there were 98 days of operating funds in Reserves. A chart reflecting the days of operating funds available in Reserves as of June 30 for the past 10 years was also distributed to Trustees prior to the meeting.

Regional Locations/Hollenbeck Bayley Center/Performing Arts Center/Workforce Quarterly Financials

Beavercreek, Xenia, and Bellefontaine

The Beavercreek, Xenia, and Bellefontaine reports were originally created to show the revenue and expenses related to their respective location. Most expenses are tracked separately, but the revenue is not. Reports reflect financials through September 30, 2025.

Revenue:

Budget for State Share of Instruction, in conjunction with Student Tuition, for each location has been calculated based on needed revenue for each location to cover expenses for fiscal year 2026. State Share of Instruction (SSI) and enrollment are calculated based on the actual distribution of revenue from fiscal

year (FY) 2025. In FY25, for every $1.00 Clark State received in tuition, we received $1.02 in SSI payments. This equates to percentage split in total revenue of 50.6% SSI and 49.4% credit hours.

The actuals for State Share of Instruction are calculated at 1.02 times the amount of student tuition received for each location. Actual Student Tuition is based on actual in-person credit hours reported from Institutional Research and multiplied by $190.33 per credit hour for traditional students and $41.67 per credit hour for high school students.

Expenditures:

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

Performing Arts Center and Hollenbeck Bayley Center

In an effort to raise awareness on the financial operations of the Performing Arts Center (PAC) and the Hollenbeck Bayley Conference Center (HBC), quarterly financial reports are provided to the Finance and Facilities Committee of the Board. In addition, the leadership team at the PAC/HBC has implemented a multi-year plan to better align program revenue with operating expenses. Progress on that endeavor will be reflected in the quarterly reports.

FYs 2027-2032 Capital Planning and Budget

Clark State's Capital Improvement Plan for Fiscal Years 2027-2032 was distributed to Trustees prior to the meeting. The purpose of the Capital Improvement Plan is to communicate in a clear and concise manner the organization's capital needs. Capital Improvement Plans are used by the Ohio Department of Higher Education (ODHE), the Office of Budget and Management (OBM), the Governor's Office, and the General Assembly to make allocation decisions on the next two-year capital budget.

Per Ohio Revised Code, all agencies that anticipate capital needs during FYs 2027-2032 are required to submit a long-term capital improvement plan for the period beginning July 1, 2026, and ending June 30, 2032.

(Copies of the Plan are available in the Office of the Executive Vice President for Finance, Facilities and Operations.)

Performing Arts Center (PAC) and Hollenbeck Bayley Conference Center (HBC) Updates

General Manager's Update – Dan Hunt

- The Controlling Board approved funding for the new outdoor LED video sign that will be placed on the east wall of the HBC this fall. Installation should begin soon.
- We are adding two more performances to the PAC 2025-2026 season. American Southern Rock/ Swamp Rock Band and JJ Grey and Mofro will perform on February 20, 2026, and Internet sensation/comedian Becky Robinson will perform March 20, 2026.
- The national tour of "Elf, The Musical" arrives on October 20 for a two-week stay at the PAC. They will rehearse and tech their show before heading out on tour. We have a public performance on Saturday, November 1, at 2:00 p.m.
- The new Johnny Lytle statue, which sits between the PAC and HBC, was unveiled on October 12.

- The Hollenbeck Bailey Creative Arts and Conference Center is solidly booked for October, November and December. There are very few dates left for any events.
- We have partnered with the Clark County Public Library to provide 16 free tickets per show to library card holders. The Springfield Symphony Orchestra and the Springfield Arts Council are also part of this program.

PAC Ticketed Events:

Upcoming Events and Ticket Sales (as of 10/15/2025)

- The SteelDrivers, CS (9/18) – 461
- Emmanuel Christian Fall Play (9/26 and 9/27) – 147 SOLD OUT and 140 (Turner Studio Theatre)
- Springfield Symphony Orchestra, Piano (10/4) – 445
- Vienna Teng, CS Club Kuss (10/9) – 126
- Vampire Circus, Springfield Arts Council (10/14) – 404
- To Kill a Mockingbird, CSTAP (10/31-11/2 and 11/7-11/9) – 136 total (Turner Studio Theatre)
- Elf, The Musical, CS (11/1) – 429
- Springfield Symphony Orchestra, Bugs Bunny (11/15) – 426
- A Charlie Brown Christmas LIVE, CS and SAC (12/5) – 186
- The Nutcracker, OPAI (12/11 – 12/13)
- Springfield Symphony Orchestra, Oboe (1/24) – 258
- Kyshona, CS Club Kuss (2/13) – 12
- Dance, Stomp, Shake (2/15)
- Wizard of Oz on Ice, Springfield Arts Council (2/25) – 39
- Tartan Terrors, CS Club Kuss (3/4) – 45
- Springfield Symphony Orchestra, Violin (3/14) – 256
- The Prom, CSTAP (4/4 – 4/13)
- Springfield Symphony Orchestra, Chorale (4/18) – 260
- Bassel and the Supernaturals, CS Club Kuss (5/1) – 10
- Springfield Symphony Orchestra, Cirque (5/16) – 266
- Graham Breedlove (5/15)
- Gary Geis Dance Concert (5/30)
- Behind the Curtain (6/5 and 6/6)
- Miami Valley Dance Company Concerts (6/12 – 6/13)

Brief discussion ensued regarding what appears to be a trend of lower ticket sales per event, which is something the arts community will continue to face as a challenge.

PAC Non-Ticketed Events:

- TAP Auditions, To Kill a Mockingbird (9/2 and 9/3)
- Emmanuel Christian Fall Play technical/dress rehearsals (9/21 – 9/25)
- Springfield Symphony Orchestra rehearsals (10/1 – 10/4)
- Project Jericho Puppet Performance (10/16)
- Elf technical/dress rehearsals (10/20 – 11/2)
- Springfield Symphony Orchestra rehearsals (11/12 – 11/15)
- Clark State Foundation Fundraiser (Kuss Lobby, 12/2)
- LPN Pinning (12/4)

- RN Pinning (12/5)
- Springfield Symphony Orchestra rehearsals (1/21 – 1/24)
- Project Jericho Theatre Project (2/3 – 2/5 and 2/10 – 2/12)
- Grapes and Escapes – Springfield Symphony Orchestra (2/6 – 2/7)
- Miami Valley Dance Company Rehearsal (2/8)
- Kyshona Workshop (2/12)
- Reverb Dance Competition (2/27 – 3/1)
- Springfield Symphony Orchestra rehearsals (3/11 – 3/14)
- The Prom - Technical/Dress Rehearsals (3/30 – 4/9)
- Clark State Scholar Night (4/22)
- Groove Dance Competition (4/24 – 4/26)
- LPN Pinning (5/7)
- RN Pinning (5/8)
- Clark State Graduation (5/9)
- Springfield Symphony Orchestra rehearsals (5/13 – 5/16)
- GISA Graduation (5/21)
- Buckeye Community Schools Graduation (6/1)

<u>HBC Venue Rental Events</u>:

August 2025
- Rotary on Mondays (8/4, 8/18, 8/25) – 75 people
- Springfield City School District Professional Development (8/7) – 75 people
- Clark State Convocation (8/11) – 300 people
- Police Academy Graduation (8/12) – 475 people
- Springfield City School District Professional Development (8/13 and 8/14) – 75 people
- Springfield 2051 (8/15) – 150 people
- National Council of Negro Women (8/21) – 475 people

September 2025
- Rotary on Mondays (9/8, 9/15, 9/22, 9/29) – 75 people
- Andrea Waterman (9/3) – 150 people
- Scholars Nest Fest (9/4) – 200 people
- Clark Soil and Water (9/9) – 150 people
- Mercy Health Symposium (9/10) – 200 people
- Harvest Breakfast (9/11 and 9/12) – 350 people
- Women's Community Outreach (9/13)
- Ohio Department of Education (9/16) – 200 people
- One Million Degrees Welcome (9/17) – 220 people
- Project Scare-A-Crow (9/18) – 50 people
- Springfield 2051 (9/19 and 9/26) – 150 people
- Davis Repass (9/27) – 75 people
- Greater Springfield Partnership Discovery Days (9/30) – 150 people

October 2025
- Rotary on Mondays (10/6, 10/13, 10/27) – 75 people
- Greater Springfield Partnership Mini Job Fair (10/1) – 200 people

- Springfield Foundation Gala (10/2) – 375 people
- Community Health Foundation Health Expo (10/8) – 700 people
- Best of Springfield 2025 (10/9) – 460 people
- Social Services 101 (10/10) – 300 people
- Think Pink Gala (10/16) – 300 people
- NAACP Freedom Fund (10/17 and 10/18) – 300 people
- Clark County College Night (10/22) – 450 people
- Ohio Association of Institutional Research and Planning Conference (10/23 and 10/24) – 150 people
- Project Jericho (10/27) – 50 people
- Clark County Board of Developmental Disabilities (10/28) – 150 people
- The Gathering (10/29 and 10/30) – 500 people

November 2025
- Rotary on Mondays (11/3, 11/10, 11/17, 11/24) – 75 people
- Empower Community Services Banquet (11/1) – 200 people
- Springfield City School District Professional Development (11/4) – 200 people
- Project Woman Banquet (11/5) – 300 people
- Clark County Sheriff's Awards (11/6) – 150 people
- Pregnancy Resource Center Banquet (11/7) – 450 people
- Greater Springfield Partnership Discovery Days (11/12) – 200 people
- PTK Induction (11/13) – 250 people
- Harlem Nights (11/14 and 11/15) – 300 people
- Project Jericho Gingerbread Jamboree (11/20) – 50 people
- Westcott Gala (11/21) – 300 people

December 2025
- Rotary on Mondays (12/1, 12/15) – 75 people
- NCLEX Nursing Review (12/2) – 100 people
- Job and Family Services Christmas Party (12/3 and 12/4) – 250 people
- Rocking Horse Holiday Party (12/5) – 350 people
- Kwanzaa Black Makers Expo (12/6) – 500 people
- Clark State Holiday Luncheon (12/8 and 12/9) – 300 people
- Greater Springfield Partnership Discovery Days (12/10) – 200 people
- Clark County Engineers Annual meeting (12/11) – 150 people
- Springfield Regional Medical Center Staff Holiday Party (12/12) – 200 people
- Pure Ohio Wellness Holiday Party (12/13) – 400 people
- Paramedic Graduation (12/16) – 475 people
- United Auto Workers Retirees Luncheon (12/17) – 400 people

Board Human Resources Committee Report

The Board Human Resources Committee met via Zoom on Tuesday, October 14, at 2:30 p.m. with Committee Chair Kyle Hall; Board Chair Sharon Evans; Committee Members Trustees Mike McDorman and Ben Vollrath; and President Dr. Jo Alice Blondin in attendance.

The Committee discussed the President's goals for FY 2025-2026 and voted unanimously to bring forth a recommendation to the full Board at the October Board meeting.

The meeting adjourned at approximately 2:55 p.m.

Board Advocacy, Student Success and Programs Committee Report

The committee met virtually on Thursday, October 16, at 9:30 a.m. Those present included Committee Chair Mike McDorman; Board members Kyle Hall, Becka Rowland-Buckley, and Ben Vollrath; President Dr. Jo Alice Blondin; Provost Dr. Adrienne Forgette; Executive Director of the Foundation Kerry Pedraza; and Statehouse Impact Group Associate Allison Lawlor.

The agenda included the following items:

1) Federal Updates – Dr. Blondin
2) Capital Bill Updates – Allison Lawlor, Statehouse Impact Group
3) PDAC Updates – Kerry Pedraza
4) New Degree Program Development – Dr. Forgette
    a. Medical Imaging – Radiology
    b. DACUM (Developing A CUrriculuM program) for the Modeling and Simulation BAS
5) Chancellor's New Faculty Workload Policy – Dr. Forgette
6) Upcoming Events - Monday, November 17, in LRC 207/209 – Dr. Kirkman
    a. Annual Culture Fest at 11:00 a.m.
    b. Culture of Care Luncheon/The Longest Table at 12:00 p.m.
    c. From Hate To Understanding 1:30 – 3:00 p.m.
7) Other

Marketing Updates

The Marketing Department continued work to advance high-impact storytelling, advertising, video production, web development, and event promotion efforts throughout October. Major priorities included enhancing awareness of Clark State's programs, promoting upcoming Performing Arts Center events, supporting workforce training initiatives, and preparing marketing materials for Veterans Day and holiday season events. Efforts included:

- Distribution of nine news stories promoting academic programs, events, veterans and student success stories
- Significant progress in capturing and promoting Clark State's programs, student experiences, and events through video and radio, including media commercials. Highlights include:
    - "Anyone Can Succeed at Clark State" 15-second ad in final edits to supplement the "Growth though Quality Education Close to Home" 30-second and 60-second commercials.
    - Testimonials in post-production for College Credit Plus, Nursing, Addiction Studies, Criminal Justice, Diagnostic Medical Sonography (DMS), and Graphic Design
    - Performing Arts promo videos for JJ Grey & Mofro, Vienna Teng, and Elf the Musical
    - Planning and recording underway for a holiday video card
    - Planning underway for a Foundation video
    - Engineering program sponsorship of Trans-Siberian Orchestra Concert
- Support of enrollment and community engagement with multiple new materials across all locations. Highlights include flyers and brochures completed for American Sign Language, College Credit Plus, Springfield High School Preview Day, Modeling and Simulation, DMS, Medical Laboratory Technology, Esports, Diesel, and Nursing.

- Marketing provided materials for upcoming events including Veterans Day, Culture Fest, Agriculture Quiz Bowl, 911 Workforce Academy, Foundation Holiday Appreciation Party, Blood Drive, and Halloween-themed events.
- Major strides continue in the Clark State website redesign project, with new design features and functionality in place. Recent progress includes:
  - Homepage content uploaded
  - Programming of design elements underway
  - Contact box redesign (with headshots) in programming phase
  - Advisor section designed
  - Admissions section complete and in moving stage
  - Enhanced site search, emergency alerts, important alerts (non-emergency), and content anchor links completed
  - Program pages reorganized into three structured tiers for easier navigation
  - Coordination ongoing with Academic Affairs, Advising, and Enrollment teams for content alignment
- Miscellaneous highlights including Presidential Search, Performing Arts and Theatre Arts patron newsletter and ticket promotions, athletic photos and promotions, Yellow Springs "Shop Local" sponsorship approved and materials in development, One Front Door graphics completed, Foundation giving campaign form drafted, and web updates in progress.

Quarterly Standing Committee Updates

Per the recommendations from the Board of Trustees' retreat in November 2023 and in the interest of strengthening shared governance and communication, I am sharing the following updates from the Standing Committees:

<u>Diversity and Accessibility</u>
The committee has met and developed initiatives for the 2025-2026 academic year with a focus on expanding access to campus resources. The committee will collaborate with existing departments to enhance student awareness of available services, strengthen language support for ESOL students to improve testing outcomes, and promote the creation of neurodivergent-friendly spaces across campus, fostering the college's commitment to Caring Campus principles.

<u>Employee Engagement</u>
The committee had a discussion regarding issues under our purview versus those being covered by the Caring Campus Team to alleviate duplication. Issues that we plan to work on this year include increasing the amount of Sick Bank hours employees are able to donate; bridging the knowledge gap that could occur when employees leave before their replacements begin; enhanced part-time/nighttime employee inclusion; and the creation of two- to three-minute department and academic program videos to share their mission/services.

<u>Infrastructure, Safety and Technology</u>
The committee continues to address the items and issues that have come before us. From addressing Active Shooter training, to AI and Technology policies, to general campus safety and student technology concerns, the IST committee is focused on presenting recommendations to our college's Senates and leaders to resolve these issues.

<u>Strategic Alignment and Communication</u>
Following the resignation of Deanne Thatcher, the Strategic Alignment and Communication Committee is pleased to welcome Dr. Rob Derr back as Faculty Co-Chair. The committee is partnering with Dr. Kirkman

to plan Strategic Planning Day on Friday, April 17, 2026, which will launch the development of the College's 2026–2029 strategic plan. The committee is also compiling a comprehensive college-wide initiative list, with members assigned to gather and share information on each initiative.

Student Development

The committee met at the end of September, and following a collaborative discussion, determined that our efforts would be best directed toward partnering with Student Affairs and Enrollment Services to enhance student outreach. Their plan is to work closely with Dr. Binkley on this initiative once the new CRM system, Element, is fully implemented. The committee will provide input on both the timing and content of outreach communications, particularly during critical points in the semester such as the first week, midterms, and finals. The goal is to ensure that these messages are thoughtful, supportive, and contribute to improving student retention.

Loan Default Rates

The U.S. Department of Education released FY2025 loan cohort default rates (CDR) this September. Clark State College's FY2025 CDR is 0.0%. A cohort default rate is the percentage of a school's borrowers who enter repayment on federal student Stafford and Direct Loans during a particular federal fiscal year (FY) and default or meet other specified conditions prior to the end of the following fiscal year. The federal fiscal year begins October 1 and ends September 30.

Institutions with default rates 30% or higher for three consecutive years or those with default rates that are greater than 40% for one year, are subject to sanctions. Sanctions may include a loss of eligibility for one or more federal student aid programs.

The default rate remains at 0% despite the end of the COVID-19 payment suspension and borrowers resuming payments because the default rate for cohort fiscal year 2022 measures defaults within the first three years of repayment. Due to the extended payment pause, borrowers were not required to make payments during the entire monitoring period, effectively preventing defaults during that time. As payments have only recently resumed, the impact on default rates will not be reflected until future fiscal years, leaving the current default rate unaffected at 0.0%.

Clark State's 2025 default rate is 0.0% (Cohort Fiscal Year: 2022, 3 year official). Previous rates were:
2024: 0.0%
2023: 0.0%
2022: 0.0%
2021: 0.0%
2020: 0.0%
2019: 3.2%
2018: 11.6%
2017: 18.4%

Institutional changes made at Clark State and forward momentum: Contracting with third party contractors to work with student borrowers (Student Connections); offering students financial literacy education options like Wellness 360; updating New Student Orientation to address student loan borrowing basics; incorporating student loan borrowing history review in financial aid appeal requests; and continued development of academic pathways that support student retention and completion.

Spring 2025 Counseling Services Report

The Counseling Services Team includes Director of Counseling Melinda Van Noord, Mental Health Therapist Arlie Ray, and Peer Recovery Support Specialist Roseann Terbay. Following are the ways this team has impacted students, faculty and staff this year.

Counseling Contacts with Students: The most common sources of referrals were faculty, self-referrals, and concern reports submitted to the CARE team. Reasons for referral included domestic violence, depression, suicidal thoughts, recent suicide attempts, grief, life stressors, and additional mental health concerns. The Counseling team continues to work closely with the TRIO program and nursing programs to provide specialized support. There were over 750 interventions provided (including counseling, crisis walk-ins, peer recovery support); of those served, 91% of those served are either continuing or graduated. For students who completed three counseling sessions, the rate increases to 97%. Students who are walk-in self-referrals or referred directly (accompanied to the Counseling Center or connected with a phone call while staff/faculty is meeting with the student) have the highest rate of follow-through with counseling.

Specialized Contact: Arlie Ray serves as a representative for the Clark County Reentry Coalition, a team that provides resources and networking opportunities to help justice impacted citizens thrive in the community. Roseann Terbay provides support to LGBTQ+ students needing a safe connection and resources to prevent isolation. (According to a CDC report in 2023, 41 % LGBTQ+ young people have seriously considered suicide, and 20% have attempted suicide.)

Challenges: There has been a marked increase in referrals related to domestic violence. During multiple weeks this semester, 30% - 50% of cases seen in the Counseling Center directly involved domestic violence. Staff is working closely with Project Woman and the campus Sexual Violence Prevention team to identify opportunities for prevention/response education and early connection to services.

Referrals from Counseling Center: Students were connected to services with Project Woman, Violence Free Futures (domestic violence agency for Greene County), Artemis Center (domestic violence agency in Montgomery County), AA/NA and Al-Anon (for family members), and multiple mental health agencies and clinics.

Interactive Screening Program from American Foundation for Suicide Prevention: Fifty-five (55) online assessments were submitted by students; of those screened, 23 were determined to be high risk for self-harm. Counseling staff provided support, treatment recommendations, and offered immediate walk-in services to all students.

Mental Health and Wellness Activities and Trainings:

Additional Calm Corners: In addition to the space in the library, there are two new Calm Corners; one is located in the waiting room of the Counseling Center, and the other is in the Applied Science Center nursing tutoring area. These relaxing spaces contain comfortable seating, an activity cart with mindfulness tools, and information about mental health resources and coping skills.

The Green Bandana Project and QPR Suicide Prevention Trainings**:** Staff provided Question, Persuade, and Refer trainings. Fifty students and staff completed QPR training this semester. Completing the training is the only requirement for joining Clark State's Green Bandana Project (GBP), a mental health advocacy club. Members carry or display the green bandana signifying their knowledge of mental health resources and their willingness to listen. Over 100 students, staff, and faculty have joined the GBP.

Elise Antoine, RIP the Stigma, March 2025**:** We hosted speaker Elise Antoine, a Haitian American social worker, motivational speaker, executive coach, and CEO of Rip the Stigma. Elise shared her story of recovery along with strategies for breaking stigma surrounding mental health treatment.

Mental Health First Aid, June 2025: Twenty-three (23) staff members and students completed Mental Health First Aid, an all-day training about responding to a mental health crisis.

Fresh Check Day, April 2025: Thirty (30) staff and students volunteered at this well attended and exciting interactive mental health event. Over 150 students attended, and survey results were very positive. Students loved the fun experience, but also learned about suicide prevention and crisis mental health resources. After attending: 58% of participants felt much more prepared to help a friend who is exhibiting warning signs of suicide; 62% reported being much more aware of the mental health resources available to them; and 62% reported being much more likely to ask for help if they were experiencing emotional distress.

Paint Your Stress Away**:** The Green Bandana Project hosted well attended monthly painting and pizza events for stress relief. Students and staff enjoyed pizza, positive interactions, and art projects- paint by number or guided painting.

Journals/Workbooks**:** Hundreds of mental health workbooks were distributed to students who utilized counseling services or counseling activities. Students benefited from these therapeutic resources, which included topics such as overcoming perfectionism, trauma recovery, coping with anxiety, and learning assertiveness and boundaries.

Cookies and Coping**:** Students enjoyed cookies and learning new strategies for coping in a weekly group in the TRIO student space.

Discussion ensued regarding instances of domestic violence; although they are not occurring on campus, Johnny Lemen stays alert and is very communicative with Counseling Services, Assistant Vice President Wiley, and Dr. Franz. Trustee McDorman shared that domestic violence incidences in Springfield have been in the triple digits since 2017.

2025 Clery Report

Campus security and safety is an important feature of postsecondary education. The U.S. Department of Education is committed to assisting schools in providing students nationwide a safe environment in which to learn and to keep students, parents and employees well informed about campus security. These goals were advanced by the Crime Awareness and Campus Security Act of 1990. The Department is committed to ensuring that postsecondary institutions are in full compliance with that Act, and enforcement of the Act is a priority of the Department.

Campus Crime Data

The Jeanne Clery Act, a consumer protection law passed in 1990, requires all colleges and universities who receive federal funding to share information about crime on campus and their efforts to improve campus safety as well as inform the public of crime in or around campus. This information is made publicly accessible through the college's annual security report.

Support for Victims

Under the Act, institutions must provide survivors of sexual assault, domestic violence, dating violence, and stalking with options such as changes to academic, transportation, or living, or working situations, and assistance in notifying local law enforcement, if the student or employee chooses to do so. It also provides both parties in a campus disciplinary process certain rights.

Policies and Procedures

Colleges and universities must outline specific policies and procedures within their annual security reports, including those related to disseminating timely warnings and emergency notifications, options for survivors of sexual assault, domestic violence, dating violence, stalking, and campus crime reporting processes.

The College's 2025 annual report, which was distributed to Trustees prior to the meeting, has been filed with the U.S. Department of Education and disseminated to the campus community. There were ten reportable incidents within the 2024 reporting timeframe from any of our Clark State locations. The timeframe for reporting was January 1, 2024, through December 31, 2024. Note: Most of the reportable incidents were related to the threatening emails we received between September 16 and 24, 2024, which forced the College to shift to remote operations.

Discussion was held regarding an incident yesterday involving a lock-down at GISA and Springfield-Clark Career Technology Center but not Clark State. They activated their protocols and locked down, but we do not necessarily have the same protocol. Johnny Lemen was communicating frequently with both organizations, and they have developed a mutual plan moving forward.

Enterprise Operations Updates

Technology

- Eric Ebbs and Nathan Walters configured and installed dedicated hardware at the Xenia campus for a 911 Dispatcher Training Lab that replicates mission-critical systems used in the field. Developed in close collaboration with our Workforce partners, this lab is the only one of its kind across our campuses.
- In recognition of Cybersecurity Awareness Month, we deployed institution-wide cyber and information security training. As a Title IV institution, federal regulations require annual completion by all employees. More than 400 individuals have completed the training.

Safety

- We are continuing to work on addressing recommendations made by the Ohio Department of Homeland Security when they visited last Fall. Their guidance helps us prioritize investments and projects to ensure we remain as prepared as possible. Current projects include improved visibility and numbering of doors and new maps that will integrate with public safety systems. The goal is to stay prepared while also supporting the strong safety culture built over the past years.
- With GISA students moving between their building and ours, a flashing crosswalk system will soon be installed to improve visibility for drivers indicating that pedestrians are crossing. So far, there have been no issues, but as daytime hours change and it gets darker, we want to enhance visibility and safety for everyone. GISA purchased the system in collaboration with Clark State.

Strategic Initiatives

- Element451 implementation began October 1. Major components are scheduled for completion by late spring, with a summer launch planned to refine processes during lower activity and minimize

student impact. Led by CRM Administrator Leslie Ray, Phase 1 prioritizes the college application, followed by retention, completion, and success capabilities. In parallel, we are aligning Foundation data and reporting needs and working with academic programs to transition manual processes into the CRM, standardizing and automating program-specific communications.

Workforce Updates

October is Workforce Development Month, and the team has been busy.

Dave Ferguson and Erin Neely have been engaged with a wide variety of community partners to expand the reach of workforce initiatives. They recently attended the National Advanced Air Mobility Center of Excellence's conference, which drew both local and national leaders in the industry, as well as gatherings of the Ohio Manufacturer's Association, and the Dayton Development Corporation. Dave has also attended the Employers Workforce Coalition, Executive Leaders Group, the Regional Economic forum in Centerville, and Champaign County Chamber events.

Workforce launched the 9-1-1 Dispatch Training program yesterday with 11 participants for its first cohort, representing the Greene County and Clark County Sheriff's Offices, as well as a number of self-pay individuals interested in these positions. We look forward to repeating this in 2026 and to continuing to attract first responders to this important and in-demand occupation.

Workforce also continues to provide ongoing training and assessment for both our manufacturing and health care partners, including LH Battery, Honeywell, and the Masonic Lodge. Open enrollment courses included OSHA-10 training October 8-9 and PLC training October 21-23. It also continues to add sections of CNA training that will run between now and year end, making this a very important part of the Workforce portfolio. Revenue from July 1 to October 13, 2025, is $126,869, which represents a double-digit increase over this time last year.

Workforce, Academics, and Student Affairs continue to develop the processes needed to fully implement One Front Door. Admissions, advising, and enrollment processes are central to this effort. The School of Nursing will function as central scheduling for all CNA courses, regardless of student type, providing greater efficiency. Regular CNA sections will be scheduled to meet the needs of both Allied Health students and Workforce students. Central scheduling will lead to better utilization of part-time faculty and clinical sites and continue to provide a variety of formats to meet the needs of all learners. As we pilot these processes, we will be attuned to how they can be adopted across the College in other programs.

Finally, Dr. Blondin gave the welcome at the National Council of Workforce Education (NCWE) and spoke on the economic role of community colleges. She also presented on the work of C2A3, our partnership with other community colleges and the USDA to grow agriculture programs. Erin Neely presented with Dr. Adam Parrillo and Darryl Grayson on our One Front Door Initiative. A second presentation was offered by Dr. Parrillo; Stephen Williams, the Director of our Laser Material Processing program; and Chris Landrum, the Coordinator of Laser Precision: The Future of Advanced Manufacturing at Clark State.

Priority Development and Advocacy Committee (PDAC) Applications

The Dayton Region Priority Development and Advocacy Committee (PDAC) applications were submitted for consideration on October 24, 2025. The PDAC process is used to establish regional priorities for

funding public projects that benefit the economic development, health, education or quality of life in the region.

Clark State submitted the following projects:

- Clark State Agriculture Center - Clark State is proposing a centralized Agriculture Center on the main campus. Having this facility would allow Clark State to move the current agriculture program out of the advanced manufacturing facility to a more dedicated space and will better support and empower the agricultural programs offered at the College. Our funding request is $500,000 for a total project cost of $1,000,000.
- Diesel, Agriculture, and Commercial Transportation Training Center - Clark State will be submitting a proposal for a centralized Diesel, Logistics and Supply Chain and Commercial Transportation Training Center closer to the main campus. Having Diesel, Supply Chain and Logistics, and Commercial Transportation in one location would create synergy between the programs and will help unite all Clark State programs. A strong transportation training program is necessary to help support the economic development of our region. Funds will be spent to purchase additional land and to construct facilities. Our PDAC funding request is $6,900,000 with the total project cost of $7,900,000.

Foundation Updates

Foundation

- Convergent Nonprofit Solutions completed its Development Audit of the Foundation and presented the report to the Foundation Board on October 15, 2025.
- The Clark State Faculty and Staff Annual Campaign will kick off this month with a focus on increasing the overall participation percentage.
- On Tuesday, December 2, 2025, from 5:30 – 7:30 p.m., the Clark State Foundation will host a donor reception in the Performing Arts Center's Grand Lobby. Trustees are encouraged to attend.

Scholarships

- Applications are now being accepted through October 31, 2025, for Winter Session.
- Awards will be reviewed with Board and volunteers on November 1, 2025.

Grants

The Dayton Region Priority Development & Advocacy Committee (PDAC) applications were submitted for consideration on October 24, 2025:

- Clark State Agriculture Center
- Diesel, Logistics and Commercial Training Center

Action Items

The following items were presented for Board approval:

Personnel Recommendations – Exempt/Non-Exempt Employees

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

New Hires:

- Marley Byrum, Custodian, Physical Plant, effective 9/22/25
- Tyla Dodson, Custodian, Physical Plant, effective 9/29/25

- Laura McCabe, Academic Advisor, CCP, Student Affairs, effective 10/13/25
- Christa Shaw, Custodian, Physical Plant, effective 9/29/25

Retirements/Resignations/Departures:
- Tyla Dodson, Custodian, Physical Plant, Business Affairs, effective 10/9/25
- Tina Kelly, Custodian, Physical Plant, Business Affairs, effective 9/28/25

Personnel Changes:
- Michael Key from Assistant Director, Retention Services, Student Affairs to Director, Academic Engagement Services, Student Affairs, effective 10/13/25
- Angela Reese from Assistant Professor, School of Nursing to Program Administrator, CNA, School of Nursing, effective 9/29/25

Open/Advertised Positions:
- Academic Engagement Coordinator
- Administrative Assistant, Foundation and Workforce
- Administrative Support, Arts and Sciences
- Custodian, 3rd Shift
- TRIO Academic and Life Skills Advisor

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

Alignment with Strategic Plan: Hiring qualified talent and recognizing promotional opportunities aligns with both the Strategic Plan Mission and Vision by providing high quality educational services and highlighting personal growth, respectively.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2025-2026 budget.

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

Personnel Recommendations for Instructional Faculty

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

Retirements/Resignations/Departures:
- Robert Adkins, Professor, Business and Applied Technologies, Academic Affairs, effective 6/1/26

Open/Advertised Positions:
- Instructional Faculty and Program Coordinator, Medical Imaging
- Instructional Faculty, Accounting
- Instructional Faculty, Early Childhood Education
- Instructional Faculty, English
- Instructional Faculty, Licensed Practical Nursing
- Instructional Faculty, Medical Laboratory Technology (MLT)

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

Alignment with Strategic Plan: Hiring qualified talent and recognizing promotional opportunities aligns with both the Strategic Plan Mission and Vision by providing high quality educational services and highlighting personal growth, respectively.

Implications for budget, personnel, or other resources: Funding for the above personnel action is in the 2025-2026 budget.

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

Trustee Hall made a motion to approve the personnel recommendations for exempt and non-exempt employees and instructional faculty as presented; Trustee Ball seconded, and the motion passed unanimously.

Annual Planned Allocation and Distribution of Reserve Funds

The Financial Condition policy of the Policies and Governance document establishes a target for reserve funds of 15% of the current operating budget. As of June 30, 2025, College reserves are 25.1% of the 2025-2026 Educational and General Budget.

In fiscal year (FY) 2025, the College ended the year with a surplus of $220,925 in its operating budget. Below is the proposed category allocation plan for these funds to be contributed to the College's reserves. Please note that taking action on this allocation plan does not authorize these expenditures. Actual expenditures of appropriated amounts require Board action in accordance with the College's Purchasing Policy.

This allocation plan was presented to the Board Finance and Facilities Committee at its October 14, 2025, meeting. The Committee recommends that the Board of Trustees approve the following allocation plan for additional reserve funds:

- $187,000 – Deferred Maintenance
- $25,000 – Executive Search
- $8,925 – Succession Planning

In addition, in an effort to streamline, reduce redundancy, and better aggregate reserve categories, the Committee recommends that the Board of Trustees adopt the updated reserves statement template with the new distribution categories.

Impact on students and/or student learning: Appropriated reserves are utilized for initiatives that are not funded in the annual operating budget due to the fact that they are expenditures for capital or nonrecurring items.

Alignment with Strategic Plan: The availability of reserve funds at Clark State College support strategic plan goals 1 and 2. The strategic utilization of these funds promotes stronger academic programs and positively impacts the educational environment (physical and operational) in a manner that fosters student success.

Implications for budget, personnel, or other resources: None. Reserve funds are separate and distinct from operating funds.

It was requested that the Board of Trustees approve the proposed allocation plan for the additional reserve funds and the updated reserves statement template with the new distribution categories.

Expenditure Request from College Reserves – Deferred Maintenance

Clark State College takes great pride in its facilities and the role that they play in providing an environment that promotes the success of our students, faculty, and staff. Over the years, Clark State has received a number of compliments from third-party assessors regarding our steadfast commitment to the proper upkeep and preventative maintenance measures that we employ on our campuses. In keeping with this commitment, it is requested that the Board of Trustees approve the designation and use of $150,000 from college reserves for deferred maintenance projects. These funds will be put to good use as we continue to invest in our physical assets; our mechanical, electrical, and plumbing infrastructure; and the grounds in which our campus facilities reside.

Impact on students and/or student learning: The investments in our facilities promotes a proper educational learning environment/experience for our students.

Alignment with Strategic Plan: The availability of reserve funds at Clark State College support strategic plan goals 1 and 2. The strategic utilization of these funds promotes stronger academic programs and positively impacts the educational environment (physical and operational) in a manner that fosters student success.

Implications for budget, personnel, or other resources: These one-time expenditures will come from reserve funds that are set aside for deferred maintenance.

It was requested that the Board of Trustees approve the designation and use of $150,000 of Reserves for deferred maintenance.

Expenditure Request from College Reserves – New Medical Imaging Program

Establishing a Medical Imaging (Radiography) Program at Clark State College represents a strategic opportunity to address critical workforce needs while advancing the institution's mission of providing accessible, high-quality career education. The combination of strong market demand, educational gaps in the region, and Clark State's existing capabilities creates optimal conditions for program success.

This initiative will benefit students through excellent career opportunities, healthcare employers through skilled workforce development, and the broader community through enhanced healthcare capacity. The program aligns with institutional strengths while generating sustainable revenue and enhancing Clark State's reputation as a responsive, innovative educational institution.

The time is optimal for program development, with healthcare workforce shortages creating urgency while Clark State's established infrastructure and partnerships provide the foundation for successful implementation. Beginning development in 2025 for a 2026-2027 launch will position Clark State as a regional leader in radiologic technology education while meeting critical community needs.
To support the development of this new program at Clark State and ensure the proper equipment and lab environment is established to promote student success, a request is being presented to access reserves in an amount not-to-exceed $100,000.

Impact on students and/or student learning: This establishment of this in-demand program will serve students, healthcare employers, and the broader community.

Alignment with Strategic Plan: The strategic utilization of these reserve funds for this initiative supports strategic plan goals 1 and 2 by promoting stronger academic programming opportunities at Clark State.

Implications for budget, personnel, or other resources: These one-time expenditures will come from reserve funds that are set aside for new certificate and degree programs.

It was requested that the Board of Trustees approve the designation and use of Reserves in an amount not-to-exceed $100,000 for the establishment of the new medical imaging program.

Expenditure Request from College Reserves – Campus Facilities Programming and Usage Assessment

In January of 2023, Clark State College concluded it Comprehensive Campus Master Plan engagement with Woolpert. This was an important undertaking by the College that helps to maximize our resources and better align our space utilization needs, facility condition needs, and programmatic needs in support of our mission and strategic plan.

As part of the Campus Master Plan, Brian Bell from Comprehensive Facilities Planning conducted a space utilization and needs assessment of Clark State's campuses. In addition to analyzing our usage data, he visited campus frequently over the course of this initiative to fully absorb and digest how our facilities are being utilized.

With the pandemic in our rearview mirror and the growth of Clark State's programs and the increased reliance upon our facilities to promote and support successful outcomes for students and faculty, now is an ideal time to perform a space utilization needs assessment for our campus. Brian Bell's detailed proposal for the assessment was distributed to Trustees prior to the meeting, but the following highlights the deliverables that will be represented in the final report:

- Space Guidelines/Best Practice Recommendations
- Classroom and Class Lab Utilization and Needs
- Current Capacity and Future Space Needs Based on Enrollment Goals
- Space Surpluses or Short-Falls by Room Type and Assignment
- Recommended Priorities for Improved Space Allocation and Efficiencies
- Informed Data for Funding and Capital Planning Strategies
- Space Use Options and Recommendations (Reassignment, Renovation, or New Construction)
- Excel spreadsheet documenting the facilities inventory for each campus location (Buildings, Rooms)
- Type Codes, and Organizational Structure to match the Room Assignments)

Impact on students and/or student learning: The appropriate leveraging and investment in our facilities promotes a proper educational learning environment/experience for our students.

Alignment with Strategic Plan: The strategic utilization of these reserve funds for this initiative supports strategic plan goals 1 and 2 by promoting stronger academic programs and positively impacting the educational environment (physical and operational) in a manner that fosters student success.

Implications for budget, personnel, or other resources: This one-time expenditure will come from reserve funds that are set aside for facilities planning.

It was requested that the Board of Trustees approve the designation and use of $28,000 of Reserves for the campus facilities programming and usage assessment.

Trustee Lopez Ramirez made a motion to approve the proposed allocation plan for the additional reserve funds and the updated reserves statement template with the new distribution categories, approve the designation and use of $150,000 of College Reserves for deferred maintenance, approve the designation and use of up to $100,000 of College Reserves for the establishment of the new Medical Imaging Program, and approve the designation and use of $28,000 of College Reserves for the campus facilities programming and usage assessment. Trustee Hall seconded the motion, and it passed unanimously.

2027-2028 College Calendar Adoption

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 proposal for academic year 2027-2028 was provided to the appropriate groups, including Faculty and Staff Senates as well as the Academic and Executive Councils, and is now being presented to the Board of Trustees for adoption.

Copies of the calendar were distributed to Trustees prior to the meeting and are available in the office of the Provost and Vice President of Academic Affairs.

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

Alignment with Strategic Plan: Goal 4: Cultivate effective and efficient communication strategies and collaborations throughout the College.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopt the 2027-2028 college calendar as presented.

Vice Chair Rowland-Buckley made a motion to adopt the 2027-2028 college calendar as presented. Trustee Ball seconded the motion, and it passed unanimously.

Board Members' Open Forum

Trustee Vollrath reported that the Logan County Business Impact Committee, which meets monthly, will hold its next meeting on Wednesday, November 12, at Ohio Hi-Point Career Center from 8:00 to 9:00 a.m. It will include a superintendent's panel, and he invited all Trustees to attend, noting that it is a good time to hear what is going on at the local level.

Trustee Hall thanked Trustee Ball for all of his efforts leading the Presidential Search, noting that he knows the search process is a lot of work. Trustee Ball thanked him and noted that Mellanie Toles, Erika Daggett and Laura Whetstone have each played different roles during the process, and he appreciates their efforts. He noted that Mellanie Toles has borne a lot of the labor, and he cannot say thank you enough.

Executive Session – Compensation of a Public Employee

Trustee Ball made a motion to move into Executive Session to discuss compensation of a public employee. Trustee Lopez Ramirez seconded, and the motion passed unanimously via a roll call vote. Executive Session commenced at 7:33 p.m.

Vice Chair Rowland-Buckley made a motion to exit Executive Session and to return to regular session at 7:52 p.m. Trustee Hurst seconded, and the motion passed unanimously.

President's Incentive Plan 2025-2026

Trustee Ball made a motion to approve the President's incentive plan for 2025-2026. Trustee Hurst seconded the motion, and it passed unanimously.

Adjournment

Trustee Ball made a motion to adjourn the meeting, and Trustee Hall seconded. The motion passed unanimously, and the meeting adjourned at 7:54 p.m.