



BOARD OF TRUSTEES REGULAR MEETING

Minutes
September 20, 2022

The Clark State College Board of Trustees met in regular session in the Sara T. Landess Technology and Learning Center Boardroom with the majority of guests attending virtually via LifeSize due to the COVID-19 pandemic on Tuesday, September 20, 2022. Board Chair Kyle Hall presided and called the meeting to order at 6:10 p.m.

Roll Call

Present in Person: Jim Doyle, Sharon Evans, Mike McDorman, Brad Phillips, Chairman Kyle Hall, and President Jo Alice Blondin

Present Virtually: Andy Bell, Peggy Noonan, and Vice Chair David Ball

Excused: Maurice McDonald

Others Present in Person: Dr. Travis Binkley*, Dean of Enrollment Services; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Alex Keen, Keen Independent Research LLC; Dr. Dawayne Kirkman, Vice President of Student Affairs; Toni Overholser, Executive Director of the Clark State Foundation; Travis Parker*, Student; Doug Schantz, Vice President for Business Affairs; Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects; Nina Wiley*, Dean of Student Engagement and Support Services; and Dr. Rick Woodfield, Interim Vice President of Academic Affairs

Others Present Virtually: Jessica Adams, Assistant Professor, Arts and Sciences/Faculty Senate President; Dan Ayars, Director of Facilities, Operations and Maintenance; Kierre Brown, Instructor, Business and Applied Technologies/SOAR participant; Nazarae Butler, Academic Advisor/SOAR participant; Dr. Rob Derr, Associate Professor, Arts and Sciences/SOAR participant; David Farrell, Senior Staff Accountant; Darryl Grayson, Project Manager, H1B Workforce Grant; John Hale, Professor, Business and Applied Technologies; Emily Halpin, Purchasing and Administrative Support Specialist, Information Technology; Natalie Johnson Associate Dean, Greene County Locations; Nicole Johnson, Director of Advising; Tina Jones, Staff Accountant; Senti Longkumer, Assistant Dean, Arts and Sciences; Naomi Louis, Dean, Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Senior Institutional Research Analyst; Dr. Patience Olajide, Assistant Professor, Health, Human and Public Services; Dr. Adam Parrillo, Dean of Business and Applied Technologies; Leslie Ray, Student Affairs Specialist and Assistant to the Vice President of Student Affairs; Robert Sabwami, Academic Progress Coordinator; Gerritt Smith, Director, Workforce and Business Solutions; Dr. Rhoda Sommers, Dean of Health, Human and Public Services; Nicolas Sparrow, Student Services Coordinator, Greene Center; Amy Sues, Director of Institutional Effectiveness, Planning and Assessment; Haoran Sun, Adjunct Professor, Arts and Sciences; Gary Trisel, Client Support Manager, Information Technology/SOAR participant; Trish Voisard, Staff Accountant; William Weekley, Commercial Transportation Training and Test Center Manager/Staff Senate President; Laura Whetstone, Director of Human Resources; Lesley Wood, Student Senate President; and Mia Yaniko, Education Section Chief, Ohio Attorney General's Office

Recognition of Guests

Chair Hall 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

Dean of Student Engagement and Support Services Nina Wiley introduced student Travis Parker who is in his final semester of the Registered Nursing (RN) Program and currently serves as Vice President of Scholarship for Phi Theta Kappa.

Mr. Parker reported that he is a married father of three who graduated from Sinclair's Physical Therapy Assistant program in 2006. Unfortunately, COVID negatively impacted his career field, and in 2020, he was laid off. With his wife's encouragement, he decided to make a career change and enrolled in Clark State's RN program in Summer 2020. While he was interested in pursuing an officer position with Phi Theta Kappa, he was initially concerned about the time commitment, but Dean Wiley assured him that they would accept the level of commitment he felt comfortable with providing, so he accepted the position. He now feels fortunate to have been involved in the enriching leadership opportunities he would not have been able to have otherwise. He expressed appreciation for the College's flexibility with students since so many are non-traditional students who work full-time and have families. Mr. Parker proudly announced that he has already accepted a position at Miami Valley Hospital in the Intensive Care Unit. He would eventually like to be a Certified Registered Nurse Anesthetist, which is a competitive field, but he feels confident that having his Phi Theta Kappa activities to add to his resume will serve him well.

Chair Hall thanked Mr. Parker for sharing his story noting that he is glad the unfortunate turn of events in his career brought him to Clark State since we need great quality nurses in the region. He wished him success in the future noting that he hopes all of his dreams come to fruition.

*Deans Binkley and Wiley and Mr. Parker exited the meeting at 6:22 p.m.

Approval of Minutes

Chair Hall asked for a motion to approve the minutes of the Regular Board Meeting held on June 28, 2022. Trustee Evans made a motion to approve the minutes as written; Trustee Doyle seconded, and the motion passed unanimously via a roll call vote.

Board Finance and Facilities Committee Report

The Board Finance and Facilities Committee met on September 13, 2022, at 8:00 a.m. in the TLC 113 Boardroom, as well as virtually via Zoom. Those present included: Andy Bell, Committee Chair; Kyle Hall, Board Chair; Trustees Dave Ball, Jim Doyle, Sharon Evans, Peggy Noonan, and Brad Phillips; Dr. Blondin, President; Dr. Matt Franz, Senior Vice President, Technology, Safety and Strategic Initiatives; Crystal Jones, Vice President for Marketing, Diversity and Community Impact; Dr. Dawayne Kirkman, Vice President of

Student Affairs; Toni Overholser, Executive Director, Performing Arts Center; Doug Schantz, Vice President for Business Affairs; Kathy Nelson, Controller; and Susan Kelly, Recorder. Agenda items included:

- Call to Order
- Roll Call
- Approval of June 14, 2022 Meeting Minutes - ACTION
- Campus Master Plan Update
- August Financial Report
- Greene Center/REACH/Ohio Hi-Point/HBC/PAC Quarterly Financials
- Restricted Budget Adoption – ACTION
- June Financials/Reserves Estimate/Audit Status - Update
- HEERF Quarterly Update
- Capital and Community Projects Update
- PAC Operational Analysis by Keen Independent
- Legislative Update
- Open Discussion/Other Business
- Next Meeting – October 11, 2022, 8:00 a.m. TLC 113 Boardroom/Virtually via Zoom

Financial Report through August 2022

The financial statements detailing revenues and expenses through August 31, 2022, were distributed to Trustees prior to the meeting. The following was noted:

State Share of Instruction (SSI) – The FY 2022 budget is based on course completion (50%), success points (25%) and completion milestones (25%).

Student tuition and fees revenue represents Fall semester activity through August 31. Fall revenue is lagging in comparison to budget but we will have a better sense after deregistration for non-attendance/non-payment and the start of B and D Terms in the month of September. Enrollment initiatives persist in an effort to have a positive impact on final Fall numbers.

Workforce Non-Credit Training revenue is currently below budget.

Performing Arts Center (PAC) ticket revenue is currently below budget but we expect ticket sales to increase as we get closer to show dates. HBC/PAC Rental revenue is currently below budget.

Overall expenses are tracking below budget in most categories and serves as an offset to the reduced revenue. By function, General Expense is trending higher at this time of year due to early spending in contractual obligation for services. By object code, Communications and Occupancy spending is trending higher. Overall expenses are trending higher than last year.

Bookstore operations is reflecting revenue below budget for the year. Commercial Transportation Training Center (CTTC) has gained significant traction on revenue compared to the last two years due to more support from the State, the recent approval to become a testing location in Ohio, and the leadership in that division leveraging both to benefit student training. Parking expenses are trending above budget at this time due to some early paving projects initiated at the beginning of this fiscal year. In addition to the new partnership with Fresh Abilities at the Eagles Nest, food service at Clark State 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.

Greene Center/REACH Center/Ohio Hi-Point/Hollenbeck Bayley Center/Performing Arts Center Quarterly Financials

Greene Center, REACH and Ohio Hi-Point

The Greene Center, REACH and Ohio Hi-Point 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 June 30, 2022.

Revenue:

Budget for State Share of Instruction for each location has been calculated based on budgeted credit hours for each location for fiscal year 2022. The Greene Center is calculated at 10.6% of the overall disbursement. REACH is calculated at 0.8% of the overall disbursement. Ohio Hi-Point is calculated at 1.3% of the overall disbursement.

Budget for Student Tuition is computed using expected enrollment for FY 2021-22. Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$165.33 per credit hour. Classes continue to be largely online at these locations and actual credit hours reflect mostly face to face courses. Each location is being monitored for transition to more face to face courses and program mix.

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 will be 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.

Campus Master Plan Update

Over the course of the last nine months, Clark State has been developing a comprehensive campus master plan that will assist the college in aligning its space needs, facility needs, and programmatic needs in support of its mission and strategic plan. Woolpert, who has extensive experience with campus master planning projects, has been the primary partner engaged for this initiative. Other industry expert partners supporting Woolpert's work include Comprehensive Facilities Planning (Space Utilization and Needs Assessment) and Gordian (Facility Conditions/Capital Investment Plan).

In an effort to garner feedback from across campus in a comprehensive manner, there have been multiple divisions, departments, and constituencies involved. This includes the following: College and Foundation Board Members, Community Members, Students, Faculty, and Staff. In addition, there has been a good cross-segment of faculty/staff representation from Academic Affairs, Facilities/Grounds, PAC/HBC, Workforce Development, Foundation, Business Services, and Student Affairs. Everyone's contributions to this all-important endeavor for benefit of our Clark State community is appreciated.

Woolpert will be providing two all-campus presentations next week to share the culmination of their work on Clark State's Campus Master Plan. One session will be virtual and the other will be in-person. Susan Kelly will be sending calendar invitations out to both sessions: Wednesday, September 21, from 3:30 to 5:00 p.m. in LRC 207-209 or Thursday, September 22, from 9:30 to 11:00 a.m. virtually via Zoom (will be recorded).

Organizational Chart

The College's organization chart as of September 19, 2022, was distributed to Trustees prior to the meeting.

Board Human Resources Committee Report

The Board Human Resources Committee met virtually both on Monday, August 29, and on Thursday, September 15, with Committee Chair Jim Doyle; Committee Members Sharon Evans, Mike McDorman, and Maurice McDonald; and Board Chair Kyle Hall in attendance. Agenda items included:

- Review of President's 2021-2022 Incentive Plan Results for 2021-2022
- Agree on Recommendation to Full Board for President's 2022-2023 Incentive Plan

Board Government/Community Relations Committee Report

The Board of Trustees' Government/Community Relations Committee met virtually via Zoom on Wednesday, August 24 at 1:30 p.m. Those present included: Committee Chair Mike McDorman; Board Chair Kyle Hall; Board member Sharon Evans; President Dr. Jo Alice Blondin; Vice President of Advancement Toni Overholser; Senior Vice President of Technology, Safety and Strategic Initiatives Dr. Matt Franz; Vice President of Sean P. Dunn Associates Lisa Dodge; Lobbyist Allison Lawlor; and Downs Government Affairs CEO Tom Downs. The agenda included the following items:

- Legislation and Lame Duck Session
 - Bills Enacted: HB 377 and HB 687
 - Bills Pending before the Legislature: HB 327, HB 616, HB 514, and HB 529
- American Rescue Plan Act (ARPA)
 - State Fiscal Recovery Funds
 - o Total spent, total remaining, true total
 - Local Fiscal Recovery Funds
 - o Clark County
 - o Montgomery County
 - o Dayton
 - Areas Where Funding Has Been Focused
 - o Budget Stabilization

- Workforce Development
- Broadband Access and Infrastructure
- Public Safety
- Housing and Public Utilities Infrastructure
- Sectors that Could Receive Additional Funding
 - Childcare
 - Workforce Development
 - Public Safety/School Security
- Upcoming State of Ohio Operating Budget
 - State Revenue Outlook
 - Second Tranche of ARPA Funding (spending down, if not obligated during lame duck)
 - Policy Areas of Interest
 - Workforce (recruitment, retention, professional development)
 - Mental Health
 - Appalachian Development
 - K-12 Funding
 - K-12 Learning Loss, Literacy, School Safety, Wellness

Performing Arts Center Report from Keen and Associates

Alex Keen from Keen Independent Research LLC has been working with Clark State College on an operational analysis of the Clark State Performing Arts Center and Hollenbeck Bayley Conference Center. Keen's work has engaged numerous stakeholders and this final report includes recommendations for programming, organization, budget, market rental rates, and operations of the Performing Arts and Conference Centers.

The following items were distributed to Trustees prior to the meeting:

- A detailed timeline of the work of Keen Independent Research, including times where this work was discussed with the Board of Trustees and other stakeholders;
- An operational analysis and executive summary of Keen's findings;
- Appendices containing additional data and analysis of PAC/HBC operations.

Mr. Keen attended the Board of Trustees' meeting to answer any questions and will be presenting his findings in a community session on Wednesday, September 21, at 5:00 p.m. via Zoom. An email containing the registration information has been shared community-wide.

Enrollment Report by Category 2021-2022

Charts reflecting 2021-2022 student enrollment data by several categories were distributed to Trustees prior to the meeting with the following noted:

Race/Ethnicity, Age, Gender, and Military Status: Nineteen percent of our students are minority (African American, Hispanic, Asian, and Native American), and students who indicated two or more races was 5.4 percent. We saw an increase in our Hispanic students (+36 students), and the number of these five student groups all increased from the previous year. Almost sixty-three percent of our students are under the age of 25. We continue to serve a high number of female students, which was 66 percent in 2021-2022. We have seen 10.85 percent growth in our military and veteran populations from the previous year.

Full-Time/Part-Time Status, Financial Aid Data, and Location: Eighty-one percent of our students were enrolled part-time in Fall 2021. From a financial aid standpoint, 75 percent of undergraduate students completed a FAFSA, and 51 percent were awarded Pell/Federal Supplemental Educational Opportunity. Also, in Fall 2021, 39 percent of our students were first generation, 33 percent had dependent children, and 15 percent were married. After two years of the pandemic, it is not surprising that online enrollment continues to be strong and represents the largest “location” for headcount. In Fall 2021, 59 percent of enrolled students registered for at least one class online, and 36 percent of students took all of their classes online.

College Credit Plus (CCP) and Top Feeder High Schools: The high schools with the largest numbers of participants offer multiple courses at their facilities. The Global Impact Stem Academy (GISA) is our largest high school partner. GISA students begin taking college courses at the high school in their sophomore year, and many of them take almost all of their classes on the Clark State campus by their senior year. Bellefontaine, Kenton Ridge, Miami Valley Career Technology Center, Miami East, Jonathan Alder, Shawnee, Ohio Hi-Point, Northwestern, London, and Mechanicsburg also have strong participation. Fifty-two CCP students graduated in 2021-2022, an increase of 22 graduates from 2020-2021. Our top feeder high schools with 2021 high school graduates attending Clark State in 2021-2022 are Springfield, Kenton Ridge, Springfield Clark Career Technology Center, GISA, Shawnee, Home Schooled, Beaver Creek, Mechanicsburg, Northwestern, Triad, Urbana, London, Madison Plains, Northeastern, Ohio Hi-Point, Xenia, Bellefontaine, Southeastern, Emmanuel Christian Academy, and Tecumseh.

Programs: Health, Human and Public Services majors (Registered Nursing, Licensed Practical Nursing, Social Services, Physical Therapist Assistant, and Diagnostic Medical Sonography) and General Transfer majors (Associate of Science, Associate of Arts) continue to be our most popular programs. Enrollment is also strong in Management, Accounting, Emergency Medical Services/Paramedic, Teacher Education Transfer Concentration, Cybersecurity/Information Assurance Technology, and Criminal Justice Technology/Law Enforcement. Enrollment for our Bachelor’s degrees in Manufacturing Technology Management and Web Design and Development are also identified. The addition of the Bachelor of Applied Science – Addiction and Integrated Treatment program creates new marketing and recruitment pathways to increase enrollment.

Technology, Safety, and Strategic Initiatives Updates

Technology

- The beginning of the semester, typically the busiest time of the year, went extremely well. A high volume of technology requests came in and were handled very quickly to ensure students, faculty and staff were able to be effective. We continue to work with students on temporary laptop loans in order to support their success.
- IT is working closely with internal departments, academic schools and divisions to ensure software and hardware acquisition is centralized and non-duplicative. A number of meetings have taken place and are planned for the future to discuss the various software solutions we have and need to maximize our investment without duplicating features. Ultimately, we will develop training in partnership with the Center for Teaching and Learning for all software solutions to allow all users to maximize their use.
- Slate, Clark State’s Customer Relationship Management (CRM) system continues to be used in production for applications and enrollment communication. The remaining two modules, Student Success and Advancement, are being implemented in parallel. We are also beginning to move other forms and applications into the system including forms for Champion City Scholars and Workforce. The goal is Slate becoming the primary entry point for all applications regardless of the program.

Safety

- We hired a new Director of Risk and Emergency Management (9/19/22) who comes to us from Springfield City Schools and the Clark County Sheriff's Office (CCSO). We are looking forward to the broad perspective and experience that Mr. Jon Lemen will provide to assist us in continuing to have a safe and well-informed campus community.
- One of the focus areas for this year will be improved partnership between local and regional first responders and Clark State. A recent vulnerability assessment conducted by the Springfield Police Division and CCSO will help provide information for continued focus on awareness, risk mitigation and emergency notification.

Strategic Initiatives

- The first SPARC meeting took place on September 12th. The meeting was focused on refining the information gathered at the Spring All College Strategic Planning Day to define the initiatives for the new Strategic Plan. We will continue to work on identifying both initiatives and metrics that align with existing priorities and Achieving the Dream focus areas.
- We have several new faculty and staff joining SPARC this year, which will support robust discussion and overall leadership monitoring the development and ongoing work with the Strategic Initiatives under each goal. This year we will finish developing all of the initiatives and metrics to help monitor progress and measure success.

Marketing, Diversity, and Community Impact Updates

- Marketing:
 - Fall and PAC campaigns underway
 - Marketing quarterly report distributed prior to the meeting
- Diversity:
 - Completed first phase of policy review
 - Developing an American Association of Women in Community Colleges (AAWCC) chapter to focus on supporting women staff and faculty.
 - The Men of Clark State has been restructured.
- Workforce and Business Solutions:
 - The Commercial Transportation Training and Testing Center (CTTTC) averages 86 tests per month. They have conducted 689 tests since December 2021.
 - Finalized Big Plain Solar project Memorandum of Understanding (MOU). Training will begin soon.
- Performing Arts Center (PAC) and Hollenbeck Bayley Creative Arts and Conference Center (HBC):
 - Season 22-23 will begin next month. The Season announcement was distributed prior to the meeting.
 - New ticketing system implemented
 - Keen Independent Research, LLC will complete its assessment this month.

Foundation Update

- The Foundation has new sponsorship opportunities available. Funds generated will support the Foundation general fund and the Performing Arts Center. Information can be found at [Become a Sponsor | Clark State College](#).

- The Presidential Awards Banquet will be held Tuesday, September 27, from 5:30 to 7:30 p.m. We will honor The Turner Foundation with the Richard O. Brinkman Award, Brian Faust with the Distinguished Alumnus Award, and Gregory Felder with the Emerging Leader Award.
- Dr. Blondin is being recognized by the Dayton Business Journal as a Healthcare Hero because of her efforts to establish our Bachelor of Applied Science in Addiction and Integrated Treatment Studies.
- Clark State received \$12,000 grant to support students at risk of losing financial aid due to their grade point average.
- Clark State received a \$7,000 grant from the Community Health Foundation to support our counseling services.
- College for Kids and Teens was very successful and finished at the end of July. We received excellent feedback from students and parents, and we plan to expand the program to include our Xenia campus next year.
- The Scholars Program will host “NestFest” on September 15th. This event will allow students, their families, and mentors to visit Clark State and tour the campus. We will highlight several degree programs and the students will participate in hands on activities.
- Scholars Program current enrollment numbers are as follows:
 - 256 high school students in the program, 61 of which are seniors
 - 49 college level students enrolled at Clark State
 - 26 Champion City (13 new/13 returning)
 - 7 Champaign County, all of which are new students
 - Coffee & Conversations, Ice Cream Socials, and other Scholars events are scheduled throughout the year to engage with college level scholars on campus.
- Project Jericho just completed and celebrated Building the Band Volume 2 on August 10. Youth worked with three local and regional musicians and a local producer to write and record original music. Through playing instruments, learning song structure, and using digital music programs, the youth in their three bands brought three new songs to life. The documentary of their process and product (filmed by another PJ youth) can be viewed at <https://www.youtube.com/watch?v=F2YZzySjV6U>
- Project Jericho launched its fall programming, including Open Studio and Studio Vibes every Monday for high school and middle school students, respectively. In addition to this weekly program, Project Jericho is busy preparing for its annual tradition of Project Scare-A-Crow and Chalkfest in partnership with National Trail Parks and Recreation District. Scarecrows will be built by participating Project Jericho families in mid-September and put on display for the community to vote through October. Chalkfest is Saturday, October 1, from 11:30 a.m. to 4:00 p.m. at National Road Commons Park.

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

- Jane Harkins, Payroll Assistant, Human Resources, effective 6/27/22
- Robert Sabwami, Academic Progress Coordinator, Student Affairs, effective 7/11/22
- Yvonne Miller, Administrative Assistant, Public Services, Academic Affairs, effective 8/8/22

- Joyce Haviland, TRIO Academic and Life Skills Advisor, Student Affairs, effective 8/15/22
- Shannon Kollasch, Academic Advisor, Student Affairs, effective 8/15/22
- Paul Buckles, Assistant Director, Aspire Programs, effective 9/6/22
- Jackie Duffy, Career Navigator, H-1B, Academic Affairs, effective 8/22/22
- Lauren Kelley, Accounts Payable/Purchasing Clerk, Business Affairs, effective 8/22/22
- Kelli Wyer, Student Accounts Receivable Specialist, Business Affairs, effective 9/19/22
- Johnny Lemen, Director, Risk and Emergency Management, Information Technology, effective 9/19/22
- Scott Dolan, Director, Nursing Programs, Health, Human and Public Services, effective 9/12/22

Promotions

- Travis Binkley, from Associate Dean, Academic Services to Dean, Enrollment Services, effective 8/22/22
- Nicole Johnson, from Coordinator, Student Services, Xenia to Director, Advising, Student Affairs, effective 9/6/22
- Dan Hunt, from Interim Director, PAC, to General Manager, Venue Operations, effective 8/29/22
- Adam Parrillo, from Interim Dean, Business and Applied Technologies to Dean, Business and Applied Technologies, effective 9/1/22
- Nina Wiley, from Dean, Student Engagement to Assistant Vice President, Student Affairs, effective 9/1/22
- Elecia Spain, from Director, Access and Retention Services to Assistant Dean, Access and Retention Services, Student Affairs, effective 9/1/22
- Todd Huffman, from Assistant Technical Director, PAC to Technical Director, Venue Operations, Marketing, effective 9/12/22
- Ingrid Snyder, from Administrative Support, HHPS to Administrative Assistant to the Dean, Health, Human and Public Services, Academic Affairs, effective 10/1/22

Personnel Changes

- Kristin Skiles, from Director, Enrollment Management to Assistant Registrar, effective 9/19/22
- Petra Deason, from Administrative Assistant to the Dean, Arts and Sciences to Manager, Ticketing Business Operation, effective 9/12/22
- Jared Peck, Peer Recovery Support Coordinator moved from Student Affairs to Academic Affairs, effective 9/5/22

Retirements/Resignations/Departures

- Jerame Lawson, 3rd Shift Custodian, Business Affairs, effective 7/1/22
- Erica Stanley, Accounts Payable Technician, Business Affairs, effective 7/7/22
- Beverly Stevens, Assistant Director, Financial Aid, effective 8/31/22
- Mary Bower, Coordinator, Academic Support Services, Student Affairs, effective 7/29/22
- Beth Stiles, Assistant Registrar, Student Affairs, effective 7/29/22
- Ron Gordon, Dean, Enrollment Services, Student Affairs, effective 7/30/22
- Mary Taylor, Director, Nursing Program, Academic Affairs, effective 8/5/22
- Toni Yancey, Academic Advisor, Student Affairs, effective 8/12/22
- Chris Green, Assistant Dean, Health, Human and Public Services, effective 8/31/22
- Dominic Strodes, Project Director, Trauma Informed Practices, effective 8/19/22
- Frieda Yowler, Payroll Manager, Human Resources effective 9/9/22
- Julia Daniels, Administrative Assistant to the Dean of Health and Human Services, HHPS, effective 9/30/22
- Rhoda Sommers, Dean, Health, Human and Public Services, effective 10/5/22

Open/Advertised Positions

- Academic Advisor, Student Affairs
- Administrative Assistant to the Dean, Arts and Sciences, Academic Affairs
- Administrative Support, Health, Human and Public Services
- Assistant Director, Financial Aid, Student Affairs
- Coordinator, Access and Retention Services, Beaver Creek, Student Affairs
- Coordinator, Student Services, Xenia, Student Affairs
- Customer Service Specialist, Student Affairs
- Director, Admissions, Student Affairs
- H-1B Peer-to-Peer Recovery Specialist, Academic Affairs
- Payroll Manager, Human Resources, Business Affairs
- Vice President of Academic Affairs, Academic Affairs

Impact on students and/or student learning:

- The Payroll Assistant aids in the processing and reviewing of the bi-weekly payrolls and complies with all legal orders and other requests that the payroll office receives.
- The Academic Progress Coordinator bridges the gap between Student Services and Academics as it relates to student academic support and works with staff, faculty and students to create and implement a program for academically at-risk students and students placed on probation.
- The Administrative Assistant, Public Services is responsible for performing administrative duties for the Dean and the Public Services Programs.
- The TRIO Academic and Life Skills Advisor is responsible for providing TRIO project participants with customized wrap around support while enrolled at Clark State College, with a special emphasis on retention and graduation.
- The Academic Advisor is responsible for advising new and returning students and assisting them in achieving their educational goals in accordance with the mission, vision and core values of Clark State College.
- The Assistant Director for Aspire Programs is responsible for coordinating and providing support for all initiatives related to adult education, English language learners, and alternative pathways to college entry.
- The Career Navigator is responsible for fostering and manage partnerships with community agencies and businesses to provide employment opportunities and career advancement for underemployed and unemployed students in the Industrial and Engineering Technology programs.
- The Accounts Payable/Purchasing Clerk performs the accounts payable function for the College, including processing invoices, issuing payments and purchase orders.
- The Student Accounts Receivable Specialist bills and collects all money for the College and calculates cash refunds for students. This position also prepares invoices to third-party payors and ensures transmission of financial aid information into the A/R system.
- The Director, Risk and Emergency Management is responsible for developing, implementing, recommending, and reviewing plans, policies, and procedures for the College community regarding safety, risk, emergency management and preparedness.
- The Director, Nursing Programs provides leadership and program administration for the College's Associate Degree Registered Nursing and Practical Nursing Certificate programs.
- The Dean, Enrollment Services is responsible for all enrollment management services at the college, which includes Admissions, College Credit Plus, Career Services, Financial Aid, Records and Registration and New Student Orientation.
- The Director, Advising coordinates all advising services for all locations. This position is responsible for administering the advising case management and orientation process for students.

- The General Manager, Venue Operations provides leadership and administrative oversight for the Clark State Performing Arts Center (PAC), Hollenbeck Bayley Creative Arts and Conference Center (HBC) and other college activities as needed.
- The Dean, Business and Applied Technologies provides leadership for the programs in business, information technology, agriculture, engineering technology and directs the administrative and managerial functions of the school.
- The Vice President, Student Affairs is responsible for student affairs support functions at the College, which include Counseling, Behavioral Intervention and Student Conduct, Student Activities, Athletics, Student Life and Access and Retention.
- The Assistant Dean, Access and Retention Services helps fulfill the College's strategic plan, enrollment management plan, and completion plan by managing the operations of the Accessibility Offices, Aspire Program, proctored testing, learning support services, Academic Engagement Program and academic alerts.
- The Technical Director works with the General Manager to supervise and execute technical operations for the Performing Arts Center (PAC), Hollenbeck Bayley Creative Arts and Conference Center (HBC), and Clark State events.
- The Administrative Assistant to the Dean, Health, Human and Public Services performs administrative support duties for the dean and the School of Health, Human and Public Services.
- The Assistant Registrar supports the Registrar in reviewing and implementing new processes introduced by the College, Ohio Department of Higher Education, or other outside associated agencies to assure compliance and ease of implementation.
- The Manager, Business Operations is responsible for all box office operations supporting a two-theatre, multi-purpose facility and community creative arts and conference center.
- The Peer Recovery Support Coordinator is responsible for providing students seeking the Peer Support Recovery (PRS) training with support and guidance as well as teach the PRS (SWK 1110) course each semester.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2022-2023 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 recommendations for instructional faculty are being presented to the Board of Trustees for formal approval:

New Hires

- Stephanie Thompson, Instructional Faculty – English, Arts and Sciences, effective 8/12/22
- Ashley Shore, Instructional Faculty – Registered Nursing, Health, Human and Public Services, effective 8/12/22

Retirements/Resignations/Departures

- Juanita Darden, Instructional Faculty/Math Lab Coordinator – Academic Affairs, effective 8/24/22
- Amber Miller, Assistant Professor, Health, Human and Public Services, effective 5/18/22
- Jennifer Savitscus, Instructor, Arts and Sciences, effective 5/18/22

Open/Advertised Positions

- Instructional Faculty – Addiction and Integrated Treatment Studies
- Instructional Faculty – Engineering Technology
- Instructional Faculty - Geospatial Technology and Program Coordinator, Academic Affairs
- Instructional Faculty – NTK-CSE-Networking/Cybersecurity, Academic Affairs
- Instructional Faculty – Practical Nursing
- Instructional Faculty – Registered Nursing, Academic Affairs (three positions)
- Instructional Faculty – Registered Nursing, Maternal Newborn Nursing

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.

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2022-2023 budget.

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

Restricted Budget Adoption

A document reflecting the restricted budgets for fiscal year 2022-2023 was distributed to Trustees prior to the meeting; descriptions of each of the projects funded by these various restricted sources were included. The total represents a \$15,009,014 (47.9%) decrease from the restricted budget adopted in Fall 2021 largely due to the spending down of HEERF funds received by the federal government in support of the pandemic and the use of capital component funds to pay off the Greene Center bond.

GRANT NAME		BUDGET
Academics		
ARCTOS	7/22 - 6/23	1,083,151
All Within My Hands - Metallica Scholars Initiative	7/22 - 6/23	100,000
DJFS Curriculum Development	7/22 - 6/23	110
NRCS Grant/Northeast	7/22 - 6/23	22,665
ODHE - Articulation and Transfer Travel	7/22 - 6/23	1,710
ODHE - Tackling Transfer Regional Award	7/22 - 6/23	375
Ohio Department of Education - Momentum - We Are IT	7/22 - 6/23	332
Ohio Department of Education - Ohio Board of Nursing	7/22 - 6/23	12,456
Ohio Department of Education - State Fire Marshal Grant	7/22 - 6/23	110,000
Ohio Department of Public Safety - EMS	7/22 - 6/23	4,050
Ohio Manufacturing Education Collaborative	7/22 - 6/23	11,192
Ohio Mental Health	7/22 - 6/23	291
Private - Cengage Learning Royalties	7/22 - 6/23	9,030
Private - International Management Association	7/22 - 6/23	3,931
Private - Nuts, Bolts and Thingamajigs	7/22 - 6/23	500
Private - Ohio Sports Turf Association	7/22 - 6/23	3,500
Private - Rothschilds for Safety City	7/22 - 6/23	200
Private - Tech Prep Fees	7/22 - 6/23	7,084
SDE - Perkins	7/22 - 6/23	271,863

SPFLD FDN MLT LAB : Moveable Equipment	7/22 - 6/23	614
Springfield Foundation - Grant Writing	7/22 - 6/23	2,500
US Department of Labor - H1B One Workforce	7/22 - 6/23	1,781,635
US Department of Labor - HRSA Opioid Workforce Expansion Program	7/22 - 6/23	68,855
USDA - Community College Alliance for Agriculture Advancement C2A3	7/22 - 10/22	7,138
Advancement		
Clark County - Holiday Party	11/22 - 12/23	12,900
Clark County - Juvenile Court	7/22 - 6/23	76,403
Clark County - Mental Health Court	7/22 - 6/23	6,188
DJFS - Project Jericho	7/22 - 6/23	266,419
DJFS - Project Jericho - Miami Valley	7/22 - 6/23	304
OAC - Project Jericho	7/22 - 6/23	6,998
Private - Project Jericho - Bike Greater Spfld	7/22 - 6/23	44
Private - Project Jericho Donations	7/22 - 6/23	1,796
Private - Project Jericho Wilson Sheehan Foundation	7/22 - 6/23	2,500
Private - Project Jericho Zonta	7/22 - 6/23	1,855
Private - Restorative Justice Initiative	7/22 - 6/23	1,337
Private - Think Tank	7/22 - 6/23	150
Project Jericho Open Studio Grant	8/22 - 6/23	11,422
SCSD Middle School Enrichment	7/22 - 6/23	2,750
Springfield City Schools/Perrin Woods and Little Libraries	7/22 - 6/23	1,016
Turner Foundation - Explorations	7/22 - 6/23	927
Turner Foundation - Project Jericho Support	7/22 - 12/22	17,083
Business Affairs		
ODHE - Capital Component	7/22 - 6/23	103,978
US Department of Education - ARP-Institutional	7/22 - 6/23	2,173,731
US Department of Education - Cares Strengthening Institutions	7/22 - 6/23	133,404
US Department of Education - CRRSAA-Institutional	7/22 - 6/23	425,834
Marketing, Diversity, Community Impact		
Arts Council	7/22 - 6/23	2,500
Davidson Endowment Earnings	7/22 - 6/23	82,798
Kennedy Center - Arts Alive	7/22 - 6/23	1,230
OAC - Arts Alive	7/22 - 6/23	726
ODHE - Workforce Alignment Short Term Certificate	7/22 - 6/23	81,363
Private - Arts Alive	7/22 - 6/23	10,251
Private - Arts Alive - School Contributions	7/22 - 6/23	8,869
Private - PAC Sponsorships	7/22 - 6/23	1,000
Springfield Foundation - Glass Art Education	7/22 - 6/23	2,096
Springfield Foundation - Performing Arts Center	7/22 - 6/23	29,603
Turner Foundation - Arts Alive	7/22 - 6/23	6,186
Student Affairs		
Community Health Foundation - Suicide Prevention Program	7/22 - 6/23	7,000

DJFS - Job Readiness	7/22 - 6/23	166,859
Logan County Electric Cooperative - ABLE Program	7/22 - 6/23	750
Logan County Jail - ABLE Program	7/22 - 6/23	44
ODHE - Choose Ohio First	7/22 - 6/23	17,290
ODHE - Ohio Means Internships	7/22 - 6/23	2,396
ODHE - Student Support Services/Interpreters	7/22 - 6/23	17,574
ODHE - Success Initiative/Sinclair	7/22 - 6/23	1,225
ODHE - Tech Prep/GEAR UP	7/22 - 6/23	1,613
ODJFS SNAP E&T 50/50	7/22 - 6/23	60,390
Ohio Department of Education - GED Testing	7/22 - 6/23	6,138
Private - ABLE and GED Preparation New Carlisle	7/22 - 6/23	4,173
Private - EASE Initiative	7/22 - 6/23	2,567
Private - Springfield Foundation/Accessibility Technology & Scholarship Grant	7/22 - 6/23	4,548
Private - The Dayton Fdn Second Chance Grant Pilot Program	7/22 - 6/23	12,000
SDE - Adult Diploma Program	7/22 - 6/23	3,044
SDE - Aspire (ABLE) GED Program	7/22 - 6/23	162,000
US Department of Education - ARP Student	7/22 - 6/23	259,516
US Department of Education - Federal Workstudy	7/22 - 6/23	150,000
US Department of Education - Federal Workstudy Experiment	7/22 - 6/23	30,000
US Department of Education - Federal Workstudy Experiment Match	7/22 - 6/23	7,500
US Department of Education - Pell	7/22 - 6/23	7,600,000
US Department of Education - Pell Administrative Allowance	7/22 - 6/23	13,619
US Department of Education - SEOG	7/22 - 6/23	200,000
US Department of Education - Title III	7/22 - 6/23	310,853
US Department of Education - TRIO 2020-2025	7/22 - 6/23	320,191
US Department of Veterans Affairs	7/22 - 6/23	13,200
TOTAL		16,351,335

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

- All Within My Hands-Metallica Scholars Initiative
- Community Health Foundation Suicide Prevention
- Dayton Foundation Second Chance Grant
- Choose Ohio First

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

- Clark State Foundation-Major Gifts/TLC
- DOD/OEA/SOCHE/DICE
- HEERF – CRRSAA Students
- National Science Foundation – Cyber Pro DREAMS
- SVOG/SBA – Shuttered Venues
- US DOL AACC Virtual Apprenticeship Network

Other projects listed represent either carry-forward balances from past years or continuing projects with new funding.

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

Implications for budget, personnel, or other resources: Up to \$16,351,335 will be received by the College and disbursed for the projects listed in accordance with stipulations of the grantors.

It was requested that the Board of Trustees move to accept the restricted funds as presented. By accepting these restricted funds, Trustees also accept the restrictions imposed by grantors.

Instructional Faculty Contract Renewal Revision

Contract renewals for instructional faculty were presented to the Board for approval in April; however, the incorrect contract length was listed for the following faculty member. Therefore, we are seeking approval of this contract only.

RECOMMENDATION FOR INSTRUCTIONAL FACULTY CONTRACT RENEWAL AUGUST 2022-2023			
Name	Year Employed	Contract Eligibility	Contract Recommendation
Hennigan, Robyn	2002	5 -year	5-year

Impact on students and/or student learning: Faculty are the College's direct link with students. They are the purveyors of instruction and the primary providers of support for learning. Renewal of faculty contracts is critical to teaching and learning and allows a process for ensuring quality of instruction.

Implications for budget, personnel, or other resources: The 2022-2023 budget will include funds for the re-employment of this faculty member, as well as faculty already under contract.

It was requested that the Board of Trustees approve the renewal of the instructional faculty contract as recommended.

Vice Chair Ball made a motion to approve the personnel recommendations for exempt and non-exempt employees and instructional faculty as presented; to accept the restricted funds, as presented, also accepting the restrictions imposed by the grantors; and to approve the revised renewal of Robyn Hennigan's instructional faculty contract. Trustee McDorman seconded, and the motion passed unanimously via a roll call vote.

Completion Plan

House Bill 59 called for each public college and university to submit a campus completion plan that was approved by their board of trustees to the Chancellor by June 30, 2014. The legislation further states that these plans are to be updated every two years. Completion plans provide a continuous improvement framework that can allow campuses to identify and implement strategies to increase the number and percentage of students earning meaningful postsecondary credentials.

(Copies of the Completion Plan were distributed to Trustees prior to the meeting and are available in the office of the Vice President of Academic Affairs.)

Impact on students and/or student learning: As noted in Dr. Blondin’s address to Chancellor Gardner: *“Please accept Clark State College’s 2022-2024 Completion Plan as evidence of the college’s strong commitment to championing equitable outcomes for our students. The Clark State Board of Trustees, administrators, faculty, staff, and students have developed and heavily invested in the creation of a data-driven approach to student success. Clark State’s culture of evidence provides for a thorough examination of data, including a focus on completion, persistence, and retention as disaggregated by race, gender, age, and Pell-eligibility. Clark State College joined the Achieving the Dream (ATD) network in summer 2020, and, as a result, we have accelerated our data literacy across the college and have worked to close achievement gaps in these specific student populations. As a result of this culture of evidence and our participation in ATD, this Completion Plan represents another opportunity for transparency and accountability regarding student outcomes.”*

Implications for budget, personnel, or other resources: Funding for higher education is appropriated in each fiscal year by the Ohio General Assembly. Department of Higher Education staff work closely with the Office of Budget and Management, the Ohio General Assembly and Ohio’s institutions of higher education to develop, refine and implement the biennial budget for higher education. Staff responsibilities include coordinating legislative committee involvement, facilitating collaborative consultations and discussions with stakeholders to formulate budget recommendations, managing and analyzing data, researching and drafting legislative amendments, and ensuring the appropriate and responsible utilization of state appropriations by Ohio’s institutions of higher education.

It was requested that the Board of Trustees accept the Completion Plan, as presented, for submission.

Trustee Doyle made a motion to accept the Completion Plan for submission, as presented. Trustee Phillips seconded the motion, and it passed unanimously via a roll call vote.

Compliance with Senate Bill 135 – Student Rights and Responsibilities/Code of Conduct Policy Revision

Senate Bill 135 requires public colleges and universities to adopt a policy that affirms principles regarding the regulation of free speech and establishes a process that complaints can be made about an alleged violation by an employee. In addition, the Ohio Department of Higher Education has published Ohio Campus Free Speech Standards. Institutions of higher ed are still required to follow the (FORUM Forming Open and Robust University Minds) Act, Senate Bill 40, effective March 24, 2021, which prohibits institutions from blocking controversial speakers on campus, as well as banning the establishment of free speech zones. S.B. 135 does not conflict with the FORUM Act. S.B. 135 amends R.C. 3345-0212 to incorporate the free speech policy.

Subsequently, in consultation with the Attorney General’s Office, the Student Affairs policy, Student Rights and Responsibilities/Code of Conduct, was reviewed to ensure compliance with this new legislation.

For Student Affairs, minimal changes are needed to make the Student Handbook compliant, and the revised Student Rights and Responsibilities/Code of Conduct Policy is being presented for Board approval.

3358:5-9-02 Student Rights and Responsibilities/Code of Conduct Policy

- A. Clark State College is an academic community in which all persons – students, faculty, administration and staff – share responsibility for its growth and continued welfare. As members of the College community, students can reasonably expect that the following rights shall be respected by all College offices, programs, employees and organizations.

Clark State College further encourages all members of the College community to endorse, support and abide by the following statement of values which this community has deemed fundamental to its mission and integral to its growth.

1. ~~Speech/Expression/Press~~

~~Students may express themselves freely on any subject provided they do so in a manner that does not violate this policy. Students, in turn, have the responsibility to respect the rights of all members of the College in exercising these freedoms.~~

2. Non-Discrimination

No agent or organization of Clark State College shall discriminate against any student on the basis of race, color, religion, gender/sex, gender identity or expression, national origin (ancestry), military status, disability, age (40 years of age or older), genetic information, sexual orientation, status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, or status as a foster parent and any other protected group status as defined by law or College policy in its educational programs, activities, admissions, or employment practices as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and other applicable statutes. In their individual roles as members of student organizations, students have the responsibility not to discriminate against others.

3. Assembly/Protest

Students may assemble in an orderly manner and engage in peaceful protest, demonstrations and picketing which does not disrupt the functions of the College, threaten the health or safety of any person or violate this rule.

4. Religion/Association

Students may exercise their religious convictions and associate with religious, political or other organizations of their choice in College facilities provided they do so in a manner that respects the rights of other members of the community and complies with this policy. Students have the responsibility to respect the rights of other members of the College community to **free freely** exercise of their religious convictions and to **free association freely associate** with organizations of their choice.

5. Privacy/Search/Seizure

Students have a reasonable expectation to be free from unreasonable searches or unlawful arrest on College property. Students have the responsibility to respect the privacy of other members of the College community.

6. Academic Pursuits

Students shall have access to accurate and plainly stated information relating to maintenance of acceptable academic standing, graduation requirements and individual course objectives and requirements. Students may expect instruction from designated instructors at appointed class times and reasonable access to those instructors. Students have the responsibility to attend class and to know their appropriate academic requirements.

7. Quality Environment

Students may expect a reasonably safe environment supportive of the College's mission and their

own educational goals. Students have the responsibility to protect and maintain that environment and to protect themselves from all hazards to the extent that reasonable behavior and precaution can avoid risk.

8. Governance/Participation

Students may establish representative governmental bodies and to participate in College governance in accordance with the rules and regulations of the College. Students who accept representative roles in the governance of the College have the obligation to participate responsibly.

9. Due Process

Students shall be afforded due process before formal disciplinary sanctions are imposed by the College for violations of this policy. Students have the right to written notice and the opportunity for a hearing before any change in status is incurred for disciplinary reasons, unless a significant threat to persons or property exists.

10. Confidentiality

Students may access and control access to their education records as provided in the federal Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment. These include the rights to review and challenge the content of educational records, to control disclosure of personal and academic information to third parties and to limit the routine disclosure of all or some information defined as "directory information" by the act.

11. Speech/Expression/Press

Students may express themselves freely on any subject provided they do so in a manner that does not violate this policy. Students, in turn, have the responsibility to respect the rights of all members of the College in exercising these freedoms.

B. In accordance with the public policy and the laws of the state of Ohio, Clark State affirms the following principles:

- 1. Students have a fundamental constitutional right to free speech.**
- 2. The College is committed to giving students broad latitude to speak, write, listen, challenge, learn, and discuss any issue, subject to Ohio Revised Code 3345.0215(E).**
- 3. The College is committed to maintaining a campus as a marketplace of ideas for all students and all faculty in which the free exchange of ideas is not to be suppressed because the ideas put forth are thought by some or even by most members of the College's community to be offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.**
- 4. It is for the College's individual students and faculty to make judgments about ideas for themselves, and to act on those judgments not by seeking to suppress free speech, but by openly and vigorously contesting the ideas that they oppose.**
- 5. It is not the proper role of the College to attempt to shield individuals from free speech, including ideas and opinions they find offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.**

6. Although the College greatly values civility and mutual respect, concerns about civility and mutual respect shall never be used as a justification for closing off the discussion of ideas, however offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed those ideas may be to some students or faculty.
 7. Although all students and all faculty are free to state their own views about and contest the views expressed on campus, and to state their own views about and contest speakers who are invited to express their views on campus, they may not substantially obstruct or otherwise substantially interfere with the freedom of others to express views they reject or even loathe. To this end, the College has a responsibility to promote a lively and fearless freedom of debate and deliberation and protect that freedom.
 8. The College shall be committed to providing an atmosphere that is most conducive to speculation, experimentation, and creation by all students and all faculty, who shall always remain free to inquire, to study and to evaluate, and to gain new understanding.
 9. The primary responsibility of faculty is to engage an honest, courageous, and persistent effort to search out and communicate the truth that lies in the areas of their competence.
- C. Nothing contained in this policy shall be construed as prohibiting the College from imposing measures that do not violate the First Amendment to the United States Constitution or Article I, Sections 3 and 11 of the Ohio Constitution such as:
1. Constitutional time, place, and manner restrictions;
 2. Reasonable and viewpoint-neutral restrictions in nonpublic forums;
 3. Restricting the use of the College's property to protect the free speech rights of students and teachers and preserve the use of the property for the advancement of the College's mission;
 4. Prohibiting or limiting speech, expression, or assemblies that are not protected by the First Amendment to the United States Constitution or Article I, Sections 3 and 11 of the Ohio Constitution;
 5. Content restrictions on speech that are reasonably related to a legitimate pedagogical purpose, such as classroom rules enacted by teachers.
- D. Nothing in this policy shall be construed to grant students the right to disrupt previously scheduled or reserved activities occurring in a traditional public forum.
- E. Nothing in this policy shall be interpreted as restricting or impairing the College's obligations under federal law including, but not limited to, Title IV of the Higher Education Act of 1965, Title VI of the Civil Rights Act of 1962, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, Age Discrimination in Employment Act, and the Age Discrimination Act of 1975.

F. Complaints

- 1. As outlined in the Student Rights and Responsibilities/Code of Conduct Procedures, a student or student group may submit a complaint about an alleged violation of the above policy.**
- 2. A complaint can be submitted online on the College's website via the Behavioral Issues/General Incidents Form.**
- 3. Under the process, which shall comply with standards adopted by the Ohio Chancellor of Higher Education, the College will investigate the alleged violation as outlined in the Student Rights and Responsibilities/Code of Conduct Procedures.**
- 4. Any form of retaliation against a student or student group who files a complaint about an alleged violation of this policy is strictly prohibited.**

- G. Students at Clark State College are expected to conduct themselves in a manner supportive of the educational mission of the institution. As members of the College community, students have the responsibility to behave appropriately. Integrity, respect for the person and property of others and a commitment to intellectual and personal growth in a diverse population are values deemed fundamental to membership in the College community and represent the Student Code of Conduct.

Clark State College considers the following behaviors, or attempts thereof, whether acting alone or with any other persons, in violation of the Student Code of Conduct. Examples include but are not limited to:

1. Physical harm or threat of physical harm or general conduct which threatens the mental or emotional health of any person or persons.
2. Physical or verbal, oral or written harassment, which is beyond the bounds of protected free speech that creates an intimidating, hostile, or offensive educational environment.
3. Disorderly conduct including but not limited to public intoxication, lewd, indecent or obscene behavior or intentional disruption of lawful activities of the College.
4. Theft, damage to personal/College property or unauthorized entry, use or occupation of College facilities.
5. Forgery, alteration, fabrication or misuse of records, grades, diplomas, College documents, and identification cards.
6. Illegal purchase, use, possession or being under the influence of or distribution of alcohol, drugs, or controlled substances on College property, in College vehicles, or at College events.
7. Non-compliance with directives of the College officials.
8. Possession of firearms, explosive devices, fireworks, dangerous or illegal weapons or hazardous materials.

9. Interference with or misuse of fire alarms, elevators or other safety and security equipment or programs.
10. Violation of any federal, state or local law which has a negative impact on the well-being of the College or its individual members.
11. Violation of College policies, rules or regulations that are published in the student handbook or any other official College publications or agreements.
12. Academic misconduct including but not limited to plagiarism and cheating. For example, misuse of academic resources or facilities and misuse of computer software, data, equipment or networks.
13. Violations of a position of trust or authority at the College including the misuse or unauthorized use of Clark State or organizational names, representatives, and/or images.
14. Disruptive behavior and/or the obstruction of teaching, research, administration, or other lawful Clark State activities on or off campus.

Effective: September 20, 2022

Prior Effective Dates: 3/13/78, 7/1/98, 6/1/00, 4/12/04, 2/28/05, 4/3/09, 12/14/11, 3/27/15, 10/15/15, 5/15/18, 6/1/20, 4/1/21, **10/18/21**

For Business Affairs, the Public Use of College Outdoor Areas Policy and Employee Complaint and Grievance Procedures are being reviewed to ensure compliance with this new legislation. In consultation with the Attorney General's Office, the Public Use of College Outdoor Areas Policy will be brought to the Board of Trustees on October 18, 2022.

Impact on students and/or student learning: No direct impact to student learning. The revised Student Handbook will be shared with students, faculty and staff.

Implications for budget, personnel, or other resources: There are no known implications for budget, personnel, or other resources.

It was requested that the Board of Trustees approve the revised Student Rights and Responsibilities/Code of Conduct Policy as presented, effective September 20, 2022.

Appointment of Association of Community College Trustees Delegate and Alternate

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

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

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

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

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

It is recommended that Kyle Hall be appointed as the college delegate and Jim Doyle be appointed as the alternate delegate.

Impact on students and/or student learning: None

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees affirm the appointment of Kyle Hall as the college delegate and Jim Doyle as the alternate delegate to the ACCT governing board.

Trustee Evans made a motion to approve the revised Student Rights and Responsibilities/Code of Conduct Policy as presented, effective September 20, 2022, and to affirm the appointment of Kyle Hall as the college delegate and Jim Doyle as the alternate delegate to the ACCT governing board. Trustee Noonan seconded, and the motion passed unanimously via a roll call vote.

Report of the President

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

Student Senate President Lesley Wood reported that the semester is off to a great start. Senators greeted new students and walked them to class the first two days of the semester, organized a Constitution Day quiz, and held three anti-hazing trainings with another to be held October 6th. They will participate in community service opportunities with Adopt-a-Highway and Project Woman in October and will hold a Veterans Day Lunch at the Greene Center on November 10th.

Staff Senate President William Weekley reported that the Staff Senate is just getting fired up for the academic year, but they plan to focus on fundraising for Staff Senate and finding ways to advocate for and help staff members who may be in need.

Faculty Senate President Jessica Adams reported that Senators and several faculty committees have made recommendations to improve Blackboard shells to better align with best practices. They are excited about upcoming professional development opportunities involving high impact practices and better ways to communicate with students about all of the services the College provides. Faculty are also supporting the Achieving the Dream work on campus to enhance completion and retention.

President Blondin reported that:

- The College hosted the Community College Alliance for Agriculture Advancement (C2A3) annual conference this week beginning on Sunday with over 60 attendees representing 9 states and colleges,

including Central State and Ohio State. In addition, the Ohio State Conservationist's staff and nearly 20 representatives from the United States Department of Agriculture (USDA) – Natural Resources Conservation Service (NRCS) attended. The conference has been in the planning stages for over a year, and our efforts paid off with the best conference they have held yet. Dr. Blondin facilitated a fun student panel discussion, which included current College Credit Plus student Haylee Acqua and Clark State alumni Kayle Mast (ag photographer), Satch Davison (farmer and State Farm insurance agent) and Tim Missimer (Piqua Country Club golf course superintendent). Guests enjoyed staying at the Courtyard by Marriott and attending several meetings and meals there, as the staff provided outstanding service. Attendees received free admission to the Farm Science Review, and many attended after the conference concluded. This was not an easy conference to plan and execute, and it was subsidized substantially by the College to show our Ohio hospitality and the great things we are doing in agriculture both locally and regionally. Kudos was given to the faculty and staff who helped make the conference a success.

- Progress has been taking place regarding our upcoming Board appointments; Trustee Evans had a conversation with the Governor's Boards and Commissions representative, and Ben Vollrath and Becka Perales have submitted their applications.
- Information regarding Intel grants will be shared at the October Board Meeting.
- Copies of the book *Beyond Happiness* by Jenn Lim was distributed to Trustees; the book will be the subject of Dr. Blondin's book club this year.
- Dr. Blondin and other faculty and staff attended the Student Success Leadership Institute last week.

President Blondin asked Dr. Woodfield to share information regarding the upcoming Ohio Board of Nursing (OBN) site visit. He reported that although the Nursing program had a successful visit in the spring, for the third year in a row, our pass rates have fallen below the 90% requirement (87%), so it triggered a visit this fall. Significant changes have occurred within the program in recent months, including the resignation of the Director of Nursing Programs; the hiring of Dr. Scott Dolan, new Director of Nursing Programs; and the evaluation of our ATI testing/evaluation software to ensure we are utilizing it fully. It was noted that both the Dean and the Assistant Dean of Health, Human and Public Services resigned, and Dr. Barb Shelby was brought on board to serve as Interim Dean; she has been working with faculty to determine the best success strategies moving forward. All other positions are on hold at this point, and we are taking this situation very seriously. We will be utilizing tutoring opportunities the students have not been taking advantage of to increase NCLEX scores, and Dr. Blondin will keep the Board apprised of the situation.

Report of the Board Chair

Chair Hall noted that we should keep an eye on Senate Bill 166, which is geared toward workforce needs contains some interesting language. The bill would allow employers to employ students under the age of 18 with tax breaks and some worker's compensation exemptions. Chair Hall also noted that although Trustee Doyle and Dr. Blondin were not selected by ACCT for the awards they were nominated for (M. Dale Ensign Trustee Award and Marie Y. Martin Chief Executive Office Award, respectively), he feels that ACCT was in error as they both do amazing things on behalf of the College. He also commented that Dr. Peter Smith from the Association of Governing Boards, who will address Trustees during their November retreat, will be introduced to the Board at the October Work Session.

Trustees' Open Forum

Trustee Evans asked if there was anything the Board could do for Trustee McDonald and his family to show their care and concern while his son is in the hospital. It was agreed that Dr. Blondin and Mellanie Toles will work on this.

Executive Session – Compensation for Public Employees and Legal Action

Trustee Doyle made a motion to enter Executive Session to discuss compensation for the President and pending legal action. Trustee Phillips seconded, and the motion passed unanimously by a roll call vote. Executive Session commenced at 7:34 p.m.

Trustee Doyle made a motion to exit Executive Session and return to Regular Session at 8:07 p.m. Trustee Phillips seconded, and the motion passed unanimously via a roll call vote.

Adjournment

Trustee Phillips made a motion to adjourn the meeting, and Trustee Doyle seconded. The motion passed unanimously via a roll call vote, and the meeting adjourned at 8:08 p.m.