



## BOARD OF TRUSTEES REGULAR MEETING

Minutes  
April 20, 2021

The Clark State College Board of Trustees met in regular session virtually via LifeSize due to the COVID-19 pandemic on Tuesday, April 20, 2021. Board Chair Kyle Hall presided and called the meeting to order at 6:10 p.m.

### Roll Call

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

*Others Present:* Jasmin Alford, Student; Josef Asfoura, Assistant Attorney General, Ohio Attorney General's Office; Rahme Ashour, Evening/Weekend Receptionist, Greene Center; Dan Ayars, Director of Facilities, Operations and Maintenance; Lesli Beavers, Director of Workforce and Business Solutions; Travis Binkley, Assistant Dean of Advising and Enrollment Services, Greene Center; Brittany Briggs, Assistant Director of the Center for Teaching and Learning; Kierre Brown, Instructor, Business and Applied Technologies; Melissa Checkie, Transfer Evaluation Specialist; Dr. Sterling Coleman, Director of Library Services; Julia Daniels, Assistant to the Dean, Health, Human and Public Services; Eric Ebbs, Client Support Technician/Staff Senate President Elect; David Farrell, Senior Staff Accountant; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Ron Gordon, Dean of Enrollment Services; Darryl Grayson, Project Manager, H1B One Workforce Grant; Dr. Christopher Green, Assistant Dean, Health, Human and Public Services; Robyn Hennigan, Senior Technical Instructor, Business and Applied Technologies/Faculty Senate President; Dr. Tiffany Hunter, Provost/Vice President of Academic Affairs; Natalie Johnson Associate Dean, Greene County Locations; Nicole Johnson, Coordinator, Student Services, Xenia/SOAR participant; Crystal Jones, Vice President of Marketing, Diversity, and Community Impact; Paige Kiley, Financial Aid Specialist/Staff Senate President; Dr. Dawayne Kirkman, Vice President of Student Affairs; Senti Longkumer, Assistant Dean, Arts and Sciences; Naomi Louis, Dean, Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Senior Institutional Research Analyst; Shani Newton, Success Coach, Greene Center/SOAR participant; Toni Overholser, Director of the Foundation; Dr. Adam Parrillo, Interim Dean of Business and Applied Technologies; Cindra Phillips, Director, Center for Teaching and Learning; Megan Powell, Instructor, Health, Human and Public Services; Leslie Ray, Manager, Ticket Office Operations; John Riechers, Assistant Technical Director, Performing Arts Center/SOAR participant; Doug Schantz, Associate Vice President of Business Affairs; Nicolas Sparrow, Student Senate President; Amy Sues, Dean, Institutional Effectiveness, Planning, Assessment and Accreditation; Mary Adelaide Taylor, Director, Nursing Program; Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects; Julie Tople, HORAN; Trish Voisard, Staff Accountant; Larry Wakefield, Vice President for Business Affairs; Laura Whetstone, Director of Human Resources; Nina Wiley, Dean of Student Engagement and Support Services; 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 and their organizations.

## **Public Comment**

There were no public comments.

## **Conflicts of Interest**

No conflicts of interest were reported.

## **Brief Data Story**

Dr. Sterling Coleman, Director of Library Services, shared OhioLINK circulation statistics for 2019-2020, which decreased from 1,666 in 2019 to 674 in 2020. He reported that the 60% decrease was due to the suspension of OhioLINK's print lending services across all of its member institutions from March 17, 2020, through August 28, 2020. OhioLINK circulation activities during the spring and summer semesters of 2020 stemmed from patrons returning OhioLINK books to the library—either by mail or in-person—during Clark State's modified hours of operation.

Chair Hall thanked Dr. Coleman for sharing the informative data.

## **Approval of Minutes**

Chair Hall asked for a motion to approve the minutes of the Reorganization Meeting and the Regular Board Meeting held on March 16, 2021. Vice Chair Ball made a motion to approve the minutes as written; Trustee Bell seconded, and the motion passed unanimously.

## **Board Finance and Facilities Committee Report**

The Board Finance and Facilities Committee met on Thursday, April 8, 2021, at 7:30 a.m. virtually via Limesize. Those present included: Andy Bell, Committee Chair; Kyle Hall, Board Chair; David Ball, Board Vice Chair; Trustees Jim Doyle, Sharon Evans, Peg Noonan, and Brad Phillips; Dr. Blondin, President; Dr. Tiffany Hunter, Provost and Vice President, Academic Affairs; 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; Larry Wakefield, Vice President for Business Affairs; Doug Schantz, Associate Vice President for Business Affairs; Toni Overholser, Director, Foundation; Kathy Nelson, Controller; and Susan Kelly, Recorder. Agenda items included:

- Call to Order – Committee Chair Bell
- Roll Call - Recorder
- Approval of March 8, 2021, Meeting Minutes - ACTION
- Quarterly Financial Report – Wakefield
- Greene Center/REACH/Ohio Hi-Point Quarterly Financials – Wakefield
- CARES/CRRSA/ARP Update – Wakefield
- FY 2022 Budget Update – Wakefield
- Insurance Consortium Update – Wakefield
- Rhodes Hall Phase III Project Update – Schantz
- Return to Campus Plan – Dr. Blondin/Dr. Franz
- Senate Bill 135 Update – Dr. Blondin/Wakefield
- Open Discussion

- Next Meeting – May 10, 2021 – 7:30 a.m. Virtually via Lifesize

## **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:

### Revenue

State Share of Instruction (SSI) – The FY 2021 budget is based on course completion (50%), success points (25%) and completion milestones (25%). The State announced last spring to expect a significant cut to our base SSI for FY 2021. Since then, the State has restored the entire SSI funding. We will receive the restored funding in the remaining months of the fiscal year. The surplus will increase in the coming months to reflect the restored funding.

Student Tuition and Fees Revenue represents Fall and Spring Semester through March 31. Fall Revenue is in line with budget after our Fall budget adjustment. Spring Revenue is below budget. B Term deregistration will occur in April.

Workforce Non-Credit Training revenue remains below budget. COVID-19 has had an impact on their revenue. They expect a steady stream of revenue to continue through the end of the year, but not fully recover.

Performing Arts Center (PAC) shows and rentals are below budget. Due to the effects of COVID-19 and our modified operations, revenue will not pick up significantly. Expenses are also down due to our modified operations.

Total revenue is down \$1.2M (2.8%) from the previous fiscal year primarily due to the effects of the pandemic on our revenue mix (lower enrollment, investments, etc.).

### Expenditures

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

Total expenses are down \$3,698,400 (17.0%) over last year. We decreased our operating budget from FY 2020 to FY 2021, after our Fall budget adjustment, by \$1,166,300. Continuing modified operations through the year will decrease spending throughout the campus. Academic Support is high due to early spending for maintenance contracts and unplanned spending in adjuncts.

The budget and actuals have been adjusted to account for the CARES Act. We presented a modified quarterly report last month to reflect the impact of CARES on our monthly financials.

### Auxiliary Enterprises

Bookstore – The year-to-date deficit is a result from partnering with the virtual bookstore, eCampus and lower enrollment.

Commercial Transportation Training Center – There is a downturn in enrollment, but is somewhat offset with a decrease in expenditures.

Parking revenue is down due to the decline in enrollment.

Food Service has been discontinued through the Fall and Spring semesters. Vending options remain. Before we make a decision moving forward, we will investigate options after everyone returns to campus.

#### Balance Sheet

Total current funds have increased by \$3.2M (16.4%) compared to the third quarter of FY 2020. This is due to an increase in cash which is a result of the surplus in revenue over expenses this year.

Total Investment in Plant has not changed compared to last year. Rhodes Hall renovations were mainly completed by this time last year and depreciation in fiscal year 2020 offset any gains in capital we incurred during the year.

#### Restricted Statement

The restricted budgets along with the grantor stipulations were approved by Trustees at the September 2020 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 on the 15<sup>th</sup>.

Descriptions of all of these programs were distributed with the Restricted Statement.

#### Statement of Reserve Activity

Total ending balance for March 31, 2021 was \$9,936,519. The primary activity involved deferred maintenance.

### **Greene Center Quarterly Financial Report**

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

#### Revenue:

Budget for State Share of Instruction for the Greene Center has been calculated at 11.1% of the overall disbursement for Clark State College. This is based on budgeted credit hours for the Greene Center for fiscal year 2021.

Budget for Student Tuition is computed using expected enrollment for FY 2020-21. Budget for the Greene Center was set assuming face to face classes.

Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$165.33 per credit hour. Classes were largely moved online and actual credit hours reflect only face to face courses.

#### Expenditures:

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

## **REACH Center Quarterly Financial Report**

The REACH Center report is set up similar to the Greene Center report. The REACH Center report shows the revenue and expenses related to the REACH Center. Expenses are tracked separately, but the revenue is not. It is based on a percentage of REACH Center credit hours to total college credit hours.

### Revenue:

Budget for State Share of Instruction for the REACH Center has been calculated at 1.2% of the overall disbursement for Clark State College. This is based on budgeted credit hours for the REACH Center for fiscal year 2021.

Budget for Student Tuition is computed using expected enrollment for FY 2020-21. Budget for REACH was set assuming face to face classes.

Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$165.33 per credit hour. Classes were largely moved online and actual credit hours reflect only face to face courses.

### Expenditures:

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

## **Ohio Hi-Point Quarterly Financial Report**

The Ohio Hi-Point Career Center (OHP) report is set up similar to the REACH and Greene Center reports. The OHP report shows the revenue and expenses related to the OHP location in Logan County. Expenses are tracked separately, but the revenue is not. It is based on a percentage of OHP credit hours to total college credit hours.

### Revenue:

Budget for State Share of Instruction for OHP has been calculated at 1.9% of the overall disbursement for Clark State College. This is based on budgeted credit hours for OHP for fiscal year 2021.

Budget for Student Tuition is computed using expected enrollment for FY 2020-21. Budget for OHP was set assuming face to face classes.

Actual Student Tuition is based on actual credit hours reported from Institutional Research and multiplied by \$165.33 per credit hour. Classes were largely moved online and actual credit hours reflect only face to face courses.

### Expenditures:

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

## **Human Resources Update**

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

### *New Hire:*

- Alvin Tucker, Veteran and Student Records Specialist, Student Affairs, effective 3/31/21

### *Open/Advertised Positions:*

- Risk and Emergency Management Coordinator, Information Technology
- American Sign Language (ASL) Faculty
- English Faculty
- Assistant to the Provost and Vice President, Academic Affairs
- Licensed Practical Nursing (LPN) Faculty
- Dean, Business and Applied Technologies
- Director, Financial Aid
- Project Director, Laser Materials Processing, Business and Applied Technologies
- Career Navigator, Business and Applied Technologies
- Accounting Faculty
- Engineering - Computer Software Development Faculty
- Engineering Faculty
- Commercial Transportation Coordinator

### **College-Wide Achieving the Dream and Strategic Planning Day**

On Friday, April 23, from 8:00 a.m. until 1:00 p.m. Clark State faculty and staff will participate in a combined Achieving the Dream (ATD) and Strategic Planning day. The first portion of the day will be spent discussing the results of the ATD Institutional Capacity Assessment Tool (ICAT) which was completed earlier this year. During the second portion of the day, faculty and staff will have an opportunity to hear an update on current college student success metrics in addition to reports from the Strategic Planning and Resource Council (SPARC) Workgroups as they present the current progress and relevant metrics for the Strategic Plan Focus Initiatives for this year, which are listed below:

- Goal 1, Initiative 2 – Expand integrated co-op programs to promote workforce development
- Goal 2, Initiative 4 – Implement an intrusive and mandatory advising model that increases student preparedness, retention and completion
- Goal 3, Initiative 4 – Provide wraparound services and resources to underserved populations
- Goal 4, Initiative 4 – Establish official communication protocol across the College to define the flow of information
- Goal 5, Initiative 4 – Partner with industries to offer specific degrees online and onsite

Finally, we will take time during this meeting to share a new addition to the Strategic Plan core documents, a definition of student success, which was obtained through feedback from students, SPARC, faculty, and staff. We will bring this definition to the Board for approval at an upcoming meeting.

### **Foundation Update**

The Foundation is accepting scholarship applications for the Summer 2021 semester through April 30. Scholarship applications for the coming academic year will be accepted from June 1 to July 15. The College for Kids and Teens schedule has been released, and we are excited to offer this summer programming at our Springfield location. Scholarship and class registration information can be found at <https://www.clarkstate.edu/academics/youth-outreach-programs/college-for-kids-and-teens/>

Beginning in late March and continuing through late May, Project Jericho is offering youth programming Monday through Thursday every week with multiple programs each day. In lieu of a Summer Arts Camp with 30-40 youth, they will be hosting multiple Summer Arts Camp Experiences for smaller groups of students with in-depth art projects taught by regional teaching artists. Project Jericho is planning its next public art piece, a mural titled "Hope Ahead," which will be along the bike path in a south end neighborhood in Springfield. This project will be led by local artist Kelley Booze and is in collaboration with Bike Greater Springfield, National Trail Parks and Recreation District, and local business owners Abby and Jeff Boswell. The mural is scheduled to begin the week of May 17.

The Scholars Program will induct seventy-two new students on April 15<sup>th</sup>, including thirty-eight students from Springfield, sixteen from Champaign County, and eighteen from Clark County. We are working with this year's seniors to complete the FAFSA and Clark State applications; seventeen of the twenty-eight students have completed their application process. We are actively recruiting mentors for the next school year. This application is now available online at <https://www.clarkstate.edu/academics/youth-outreach-programs/clark-state-scholars-program/become-a-mentor/scholars-program-mentor-application/>

### **Marketing, Diversity, and Community Impact Update**

- Marketing: The College received the following national coverage in March 2021:
  - Diverse Issues in Higher Education - Highlighting Dr. Tiffany Hunter's appointment to Provost and Vice President of Academic Affairs
  - Spectrum News - Featuring the grant received for the Smart Factory
  - Community College Daily American Association of Community Colleges - Focusing on mental self-help for students and employees
- Diversity: The following faculty and staff members recently presented at the Ohio Association of Community College (OACC) Equity Champion meeting: Katrina Cochran, Nursing faculty; Paige Kiley, Financial Aid Specialist; and Crystal Jones, Vice President for Marketing, Diversity, and Community Impact.
- Workforce and Business Solutions:
  - Phlebotomy classes were safely resumed this month, with a current class capacity of eight.
  - The Sales training catalog has been expanded to include Sales Management and Sales for Entrepreneurs.
  - A new contract with Bundy Baking Solutions for mentoring training began April 9.
- Performing Arts Center and Hollenbeck Bayley Creative Arts and Conference Center (HBC): We are continuing to stay current with updated health orders to determine planning for both centers. The tentative reopening date for the HBC is June 1, 2021.

It was noted that Marketing and Nina Wiley's team in Student Affairs photographed 175 students over 33 hours during the last two weeks, and it took 100 hours of editing to create the commencement video, which shows how committed the College is to making sure our students' accomplishments are recognized in a special way. Chair Hall expressed appreciation to everyone who had a part in creation of the video.

### **Action Items**

The following items were presented for Board approval:

### ***Personnel Recommendations – Exempt Employees***

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

#### ***New Hires:***

- Darryl Grayson, Project Manager, H1B One Workforce, Academic Affairs, effective 4/5/21
- Margaret Rogers, Peer Recovery Support Coordinator, Student Affairs, effective 3/31/21
- Nazarae Butler, Success Coach-Greene Center, Student Affairs, effective 3/29/21
- Tiffany Freeman, Success Coach, Student Affairs, effective 3/29/21
- Kasey Hutton, Applications Administrator, Information Technology, effective 4/12/21

#### ***Personnel Moves:***

- Dr. Shani Newton, Success. Coach, Student Affairs. Changing locations from Greene Center Campus to Springfield Campus, effective 3/29/21.

#### **Impact on students and/or student learning:**

- The Project Manager, (H1B) Grant Program is responsible for leading all efforts related to the H1B grant “Advancing Manufacturing: The Next Generation Project.” Grant funding for this position is slated to end January 2025.
- The Peer Recovery Support Coordinator is responsible for providing select Clark State College students with support and guidance. This position is created to foster and manage partnerships with community agencies and businesses to provide co-operative employment placements for students completing the Peer Recovery Support (PRS) training course. This is a grant funded position that ends August 2022.
- The Success Coach 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 Applications Administrator serves as a key member of the infrastructure and networking team at Clark State. With extensive collaboration within the team, this person shares responsibility for the overall design, planning, installation, monitoring, maintenance, and troubleshooting of the College network, its related hardware, software, enterprise systems and servers, and related services.

**Implications for budget, personnel, or other resources:** Funding for the above personnel actions is in the 2020-2021 budget.

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

### ***Personnel Recommendations – Instructional Faculty***

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

#### **New Hire:**

- Marisue Schmidt, Instructor, Registered Nursing, Health, Human and Public Services, effective 8/13/21



Resignations:

- Naureen Qasim, Professor, Health, Human and Public Services, effective 4/19/21
- Jason Chilman, Assistant Professor, Engineering, Business and Applied Technologies, effective 8/12/21

In Memoriam:

- Dr. Victoria Marling, Professor, Business and Applied Technologies, effective 3/3/21

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: Dr. Marling's personnel action is in the 2020-2021 budget, and the new hire and resignation actions are in the 2021-2022 budget.

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

***Vice Chair Ball made a motion to approve the personnel recommendations for Exempt Employees and Instructional Faculty as presented. Trustee Noonan seconded the motion, and it passed unanimously.***

***2022-2023 Academic Calendar***

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 2022-2023 was provided for review by the appropriate groups including Faculty and Staff Senates as well as the Academic and Executive Councils.

(Copies of the calendar were distributed to Trustees prior to the meeting and are available on the College portal and in the office of the Provost/Vice President of Academic Affairs.)

Impact on students and/or student learning: No direct impact on students or student learning

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees adopts the 2022-2023 calendar as presented.

***Instructional Faculty Contract Renewals***

The College renews contracts for Instructional Faculty each Spring. Instructional Faculty contracts are offered as one-, two-three-, or five-year contracts. Present Board policy states: *Upon the completion of four years of service to the College under single-year contracts, faculty members may be nominated by their school's administrator for a multiple-year contract. Upon the completion of two two-year contracts, faculty members may be offered a three-year contract. Subsequent contracts may be offered for one, two, or three years as recommended by the President and approved by the Board of Trustees. Faculty holding the rank of Professor may be granted a five-year contract if specific circumstances are met, such as recommendation from the academic dean, review of previous end of year reports, and review of evaluations.*

Contract terms are recommended by the appropriate college Deans based on the College's evaluation system, instructional needs, and other performance measures to the Provost/Vice President of Academic Affairs who recommends as appropriate to the President.

<b>RECOMMENDATIONS FOR CONTRACT RENEWALS INSTRUCTIONAL FACULTY AUGUST 2021</b>			
<b>Name</b>	<b>Year Employed</b>	<b>Contract Eligibility</b>	<b>Contract Recommendation</b>
Adams, Jessica	2017	2 Year	2 Year
Bailey, Jennifer Diane	2018	1 Year	1 Year
Baldosser, Tricia	2020	1 Year	1 Year
Bancroft, Kristen	2019	1 Year	1 Year
Benton, Karen	2018	1 Year	1 Year
Brown, Brandi	2019	1 Year	1 Year
Brown, Jayna Nickey	2019	1 Year	1 Year
Brown, Kierre	2020	1 Year	1 Year
Campbell, Teresa	1999	5 Year	5 Year
Cass, Katherine	2020	1 Year	1 Year
Cochran, Katrina	2017	2 Year	2 Year
Cogdill, Michael	2020	1 Year	1 Year
Coleman, Michelle	1999	5 Year	5 Year
Cornell, Mary	2002	3 Year	3 Year
Cusimano, Julia	2018	1 Year	1 Year
Davison, Avery	2019	1 Year	1 Year
Derr, Robert	2019	1 Year	1 Year
Drake, Arly	2019	1 Year	1 Year
Fisher, Garrett	2020	1 Year	1 Year
Gavin, Monnica	2018	1 Year	1 Year
Geist, Lynn	2019	1 Year	1 Year
Hale, John	2004	5 Year	5 Year
Harris, Kathy	2018	1 Year	1 Year
Hastings, Brielle	2019	1 Year	1 Year
Hatem Nora	2008	3 Year	3 Year
Hawke, Jennifer	2018	1 Year	1 Year
Hennigan, Robyn	2002	2 Year	2 Year
Hollinger, Cody	2020	1 Year	1 Year
Horne, Alexandria	2020	1 Year	1 Year
Jackson, Kara	2010	3 Year	3 Year
Lander, Michael	2017	2 Year	2 Year
Mainard, Courtney	2019	1 Year	1 Year
Malcuit, Dee	2004	5 Year	5 Year
Miller, Amber Nikki	2018	1 Year	1 Year
Miller, Angela	2019	1 Year	1 Year
Miller, Carol	2017	2 Year	2 Year

<b>Name</b>	<b>Year Employed</b>	<b>Contract Eligibility</b>	<b>Contract Recommendation</b>
Miller, Nicole	2020	1 Year	1 Year
Mohler, Melinda	2013	3 Year	3 Year
Moore, Kevin	2014	2 Year	2 Year
Olajide, Patience	2020	1 Year	1 Year
Padgett, Debra	2017	1 Year	1 Year
Parker, Tabitha	2019	1 Year	1 Year
Parrett, Blake	2018	1 Year	1 Year
Parrillo, Adam	2015	2 Year	2 Year
Powell, Megan	2021	1 Year	1 Year
Reese, Angela	2018	1 Year	1 Year
Rismiller, Mary Katie	2017	2 Year	2 Year
Roach, Danielle	2018	1 Year	1 Year
Savitscus, Jennifer	2020	1 Year	1 Year
Schmall, Nicholas	2020	1 Year	1 Year
Sheehan, Lisa	2020	1 Year	1 Year
Slavens, Jesse	2020	1 Year	1 Year
Teets, Greg	2000	5 Year	5 Year
Thatcher, Dianne	2020	1 Year	1 Year
Van Overstraeten, Alisa	2021	1 Year	1 Year
Vaughn, Pamela	2015	2 Year	2 Year
Witt, Karalen	2019	1 Year	1 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 proposed 2021-2022 budget will include funds for the re-employment of these faculty, as well as faculty already under contract.

It was requested that the Board of Trustees approve the personnel actions presented on the above Contract Renewal Recommendations for Instructional Faculty.

### ***Bachelor Degree, Associate Degree, and Certificate Authorization***

For the past few months, students who have met or will meet all of the institutional qualifications for graduation for Fall 2020, Spring 2021, and Summer 2021 have been identified by the Records and Registration Office. The figures below represent the candidates who are eligible, at this point, for confirming of Bachelor Degrees/Associate Degrees/Certificates for the May 2021 Commencement.

<b>Degree Type</b>	<b>Number Awarded</b>
Bachelor of Applied Science	6
Associate of Arts Transfer	46
Associate of Science Transfer	86
Associate of Applied Business	98
Associate of Applied Science	232

Associate of Technical Studies	8
<b>TOTAL Degrees</b>	<b>476</b>
<b>Certificates</b>	<b>73</b>

Honors	Bachelor Degrees	Associate Degrees	Certificates
4.0 GPA	1	21	2
3.5+ GPA	2	123	9

Diversity	Total	Female	Male
<b>Bachelor Degrees</b>	<b>6</b>	<b>1</b>	<b>5</b>
Asian	0	0	0
Amer Ind/Alaska Native	0	0	0
Black/African-American	0	0	0
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	6	1	5
Unknown	0	0	0
2+ Races	0	0	0
NonReg Alien/Foreign	0	0	0

Diversity	Total	Female	Male
<b>Associate Degrees</b>	<b>470</b>	<b>313</b>	<b>157</b>
Asian	6	5	1
Amer Ind/Alaska Native	0	0	0
Black/African-American	76	60	16
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	341	227	114
Unknown	12	3	9
2+ Races	31	17	14
NonReg Alien/Foreign	4	1	3

Diversity	Total	Female	Male
<b>Certificates</b>	<b>73</b>	<b>66</b>	<b>7</b>
Asian	1	1	0
Amer Ind/Alaska Native	0	0	0
Black/African-American	17	16	1
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	51	45	6
Unknown	1	1	0
2+ Races	3	3	0
NonReg Alien/Foreign	0	0	0

Impact on students and/or student learning: Graduation and the awarding of degrees and certificates are the most visible (although not the exclusive) measure of our students' success. These credentials provide increased opportunities for academic transfer and employment. As a result of this success, students are better prepared to support the economic development of our community as well as their personal goals and aspirations.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees move to authorize President Blondin to confer the appropriate degree/certificate for all Bachelor Degree, Associate Degree and Certificate candidates who have or will meet all of the institutional qualifications for graduation.

***Trustee McDorman made a motion to adopt the 2022-2023 academic calendar as presented; to approve the contract renewal recommendations for instructional faculty; and to authorize President Blondin to confer the appropriate degree/certificate for all Bachelor Degree, Associate Degree, and Certificate candidates who have or will meet all of the institutional qualifications for graduation. Trustee Doyle seconded the motion, and it passed unanimously.***

### ***Diversity Plan***

Clark State has had a diversity plan, crafted by the Diversity Committee, in place since 2013. This plan was revised in 2015, and at that time the Board of Trustees also adopted several high-level goals to ensure a diverse representation among faculty, staff, and students to be more reflective of the communities that we serve. As a result of Clark State's acceptance into the Achieving the Dream (ATD) cohort in 2020, some of the work of the ATD Core Team has included a revision of this plan to reflect Clark State's Strategic Plan and the seven capacity areas outlined by ATD.

The 2020-21 Diversity Committee, led by co-chairs Carin Burr and Roseann Terbay, revised the 2015 Diversity Plan to align with these goals and other initiatives at Clark State. The plan is intended to be broad, and will form part of the Strategic Planning discussions at Convocation in August 2021. The following plan has been approved by the Faculty, Staff, and Student Senates during Spring 2021.

### **Clark State College Diversity, Equity and Inclusion Plan**

#### **Diversity Committee – Strategic Goals for 2021 and Beyond**

Clark State College is guided by the Board of Trustees, the President, faculty, staff and students in its efforts to ensure diversity, equity and inclusion efforts are widely supported and carried out at the college. The College's *Diversity, Equity and Inclusion Plan for 2021 and Beyond* was developed by the Diversity Committee with input from the college community.

The Plan is intended to be flexible and change as needed to ensure that the principles of diversity, equity and inclusion are always at the forefront of the College's operations and planning. It is the intent of the Diversity Committee to monitor and evaluate progress towards the plan's strategic goals, strategies and objectives and to use the results of those monitoring efforts to continuously improve plan implementation.

The Plan has been developed around five strategic goals and is aligned with the College's Strategic Plan, the Strategic Enrollment Management Plan, and the seven capacity areas of Achieving the Dream (ATD).

### *Strategic Goals*

1. Communications and Marketing: Effectively communicate with all Clark State College Board Members, employees, students, the general public and external partners including employers that the College adheres to and embraces the principles of Diversity, Equity and Inclusion, by standardizing that message in all publications, materials, websites and other media.
2. Human Resources and Professional Development: Actively recruit, hire and retain diverse personnel for faculty, staff, and administrative positions. Develop and deliver diversity, equity, and inclusion professional development training for all faculty, staff and administrators.
3. Student Services: Actively recruit, retain and support students who representing diverse populations while focusing on assisting them in reaching their goals.
4. Academic Programs and Support Services: Evaluate the current and ongoing infusion of diversity issues into curricular programs, and encourage the development and strengthening of focus areas around inclusion, and equity where needed.
5. Community Outreach: Position Clark State College as a catalyst to strengthen connections throughout the region and community that increase access for diverse populations to the arts, education opportunities, community and cultural experiences, while promoting increased cultural, gender, and ethnic diversity, equity and inclusion.

The Diversity Planning Committee will use Dr. Clyde Pickett's Introductory Definitions for Diversity, Equity and Inclusion:

- *Diversity* encompasses acceptance and respect. It is understanding that each individual is unique, and our individual differences need to be recognized.
- *Equity* is the proportional distribution of desirable outcomes across groups. Sometimes confused with equality, equity refers to outcomes while equality connotes equal treatment. More directly, equity is when an individual's race, gender, socio-economic status, sexual orientation, etc. do not determine their educational, economic, social, or political opportunities.
- *Inclusion* promotes broad engagement, shared participation and advances authentic sense of belonging through safe, positive, and nurturing environments. Inclusion is key to eliminating systemic inequality.

Impact on students and/or student learning: This plan will provide the basis for improving student learning outcomes and community services for the College through guiding initiatives and data points to show Clark State's progress. The positive implications for this plan include an increase in the recruitment and retention of students and employees.

Implications for budget, personnel, or other resources: This work will align with Clark State's Strategic Plan and Achieving the Dream work, and the budget amounts for this work are currently in the 2020-

21 and 2021-22 operating budget for Strategic Planning (\$50,000 each year for initiatives) and in reserves per action of the Board of Trustees in June 2020.

It was requested that the Board of Trustees approve the revised Diversity Plan as presented.

***Trustee Noonan made a motion to approve the revised Diversity Plan as presented. Trustee Bell seconded the motion, and it passed unanimously.***

### **Report of the President**

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

Student Senate President Nicolas Sparrow reported that with less than four weeks remaining in the semester, voting is taking place for next year's elected officials. Senators are holding a variety of virtual events including a 5K to promote exercise and healthy habits. Senators and Student Ambassadors are gearing up to work with students who are overwhelmed with final exams and graduation. Overall, students are excited to return to campus so there will be more in-person engagement opportunities.

Staff Senate President Paige Kiley reported that Senators have started the election process to fill six open Senate positions, and the Immediate Past President and Assistant Secretary positions were approved by Senate and Staff Assembly. Staff Senate received positive feedback regarding its first newsletter, and based on feedback gleaned from its professional development survey responses, a lunch and learn series will start next month thanks to help from Brittany Briggs, Assistant Director of the Center for Teaching and Learning.

Faculty Senate President Robyn Hennigan reported that Senate is looking forward to remembering Dr. Victoria Marling by hosting a memorial for her on Friday following the All-College Strategic Planning Day. Committees are in the process of completing their year-end reports and uploading them to Blackboard. All committee nominations took place at the last Faculty Assembly, and all committee slots have been filled for the 2021-2022 academic year. Faculty Senate has added an additional meeting to their schedule on May 10 to wrap up loose ends for the year.

President Blondin reported that:

- Tomorrow is Administrative Professionals' Day, and she thanked all administrative professionals across campus who do an excellent job for the College. Although she typically hosts a lunch for the group, Mellanie Toles is working on something special for them, and the group will meet virtually this year.
- She received notification that someone recently applied for Unemployment benefits in her name, and approximately twenty people across campus have been affected by these false claims. Senator Hackett and Representative Koehler have been working on this issue.
- She will be reporting her goals to the Board Human Resources Committee in the next month, and will share her accomplishments of the last year. At the May and June Board meetings, Executive Sessions will be held to discuss her performance evaluation. As Chair of the Human Resources Committee, Trustee Doyle will be scheduling meetings in between.
- No reported cases of COVID have been reported this week, and we have had a cumulative total of 43 cases reported during this academic year. Our plan is to return to campus on June 1.
- A Title III Trauma-Informed campus webinar will be held on April 30 thanks to the efforts of Nina Wiley and Dominic Strodes.

- A draft of the Performing Art Center's 2021-2022 season was shared with Trustees via email prior to the meeting.
- She will be on vacation April 28 through May 4; Dr. Franz will be the point of contact during that time, and Mellanie Toles can also be contacted, although she will also be out of the office part of that time.
- The House Finance Committee voted to send House Bill 110/State Operating Budget to the House Floor, with a vote expected there by April 21. The Senate Finance Committee has begun hearings on HB 110 with June 12 as their target date for a floor vote, at which time it will go to a joint House/Senate Conference Committee. It must be signed by the Governor prior to July 1, 2021. Key provisions of the budget include an income tax cut (House version includes a 2% state personal income tax reduction, estimated at \$380 million over the biennium) and a K-12 school funding plan aimed at improving education for Ohio students (to be phased in over six years beginning in 2021-2022 with an estimated cost of \$220 million over the biennium). Higher education-specific measures added or amended by the Ohio House include the allowance of higher education Boards to adopt policies to allow Trustees to attend Board meetings via electronic means; require the Ohio Department of Education, in consultation with the Ohio Department of Higher Education, to produce a report detailing the cost-effectiveness of the College Credit Plus program for secondary schools and participants; require the Chancellor to establish separate line items for funding public universities and community colleges (State Share of Instruction funding increases were included at 1% in FY22 and 0.9% in FY 23); provide \$5 million in grants and loans for the new CDL Student Aid Program; remove FAFSA completion as a requirement for high school graduation; remove the proposed language authorizing the Chancellor to adopt rules regarding transcript withholding while allowing the Attorney General to adopt rules regarding collection/certification of debt; and maintain the proposed \$5.00/credit hour increase in each year of the biennium.

### **Report of the Board Chair**

Chair Hall congratulated Clark State for a successful vaccination clinic on Friday, noting that it was a great opportunity for faculty, staff, students, and the local community. He gave special thanks to nursing students for their work at our clinic as well as volunteering at the Rocking Horse Center and other locations in the past. Chair Hall indicated that although there is always room to grow, he thinks the College is in a great position in terms of diversity, equity and inclusion. Leadership is doing a great job demonstrating its importance and have buy-in across the College; he expressed appreciation for everyone's commitment to it. He also commented that the idea of free community college tuition keeps bubbling up, and although he has not seen a funding model for it yet, he is confident that if it is approved by the legislature, the administration and Board will find a way to make it work.

### **Trustees' Open Forum**

Trustee Bell thanked Dr. Blondin, faculty and staff for making graduation personal and exciting for the students, noting that although it took a lot of work, it was very meaningful for our students. He also expressed appreciation for all of the work on our bachelor's degree programs, which also demonstrate that community colleges prepare students for success. Other Trustees agreed.

### **Adjournment**

Trustee Phillips made a motion to adjourn the meeting, and Trustee Evans seconded. The motion passed unanimously, and the meeting adjourned at 6:52 p.m.