

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes April 15, 2014

The Clark State Community College Board of Trustees met in regular session in the Boardroom of the Sara T. Landess Technology and Learning Center on Tuesday, April 15, 2014. Chairman Jim Doyle presided and called the meeting to order at 6:08 p.m.

Roll Call: Present: Andy Bell, Heather Corbin, Sharon Evans, Mike McDorman, Brad Phillips, Pam Strickler, Vice Chair Peggy Noonan, Chairman Jim Doyle, and President Jo Alice Blondin

Others Present: Rebecca Albers, Education Section Chief, Ohio Attorney General's Office; Cynthia Applin, Director of Institutional Research and Planning; Riley Baldwin, Student; Jane Cape, Dean of Business and Applied Technologies; Scott Cody, Student Senator; Sam Coons, Student Senate Vice President; Martha Crawmer, Dean of Arts and Sciences; Kris Culp, Vice President of Advancement; Julia Daniels, Administrative Assistant, Health, Human and Public Services; Dixie Depew, Controller; Jennifer Dietsch, Director of Marketing; Theresa Felder, Vice President of Student Affairs and Greene Center Operations; Ron Gordon, Director of Student Services, Greene Center/Staff Senate President; Duane Hodge, Director of Workforce Development, Sales and Outreach; Joseph Jackson, Vice President for Business Affairs; Cayla Kiger, Student; Dee Malcuit, Associate Professor, Arts and Sciences/Faculty Senate President Elect; Jane McGlothen, Student Senate Treasurer; Mary Murphy, Human Resources Specialist/Staff Senator; Marvin Nephew, Director of Human Resources; Mark Schmidt, Associate Professor, Health, Human and Public Services/Faculty Senate President; Amit Singh, Vice President of Academic Affairs; Tyler Thornsby, Student; Mellanie Toles, Assistant to the President; Melinda VanNoord, Counselor; Kathy Wilcox, Dean of Health, Human and Public Services; and Nina Wiley, Dean, Enrollment Services

Recognition of Guests

President Blondin welcomed the guests and asked them to introduce themselves.

Public Comment

There were no public comments.

Approval of Minutes

Chairman Doyle asked for a motion to approve the minutes of the Regular Board Meeting held on March 18, 2014. Trustee Phillips made a motion to approve the minutes as presented; Trustee Bell seconded, and the motion passed unanimously.

Presentation

President Blondin indicated that students in Associate Professor Dee Malcuit's SOC 2230 (Social Problems) class presented their social movement project to her several months ago, and she was so impressed with their identification of a problem and solution that she asked them to present it to the Board. Ms. Malcuit, introduced students Riley Baldwin, Cayla Kiger, and Tyler Thornsby, who delivered the presentation.

The class identified two social problems at Clark State: lack of motivation on the part of students and employees and lack of a sense of community. The focus of their social movement was to engage and empower students, and they agreed on the following action plan:

- Create a resources guide (including a map of all campuses)/checklist for success
- Host a kickoff event
- Offer recommendations to engage through social media

Class members developed a Mario-themed resource map and checklist and held a March Madness kickoff event in an effort to engage people of all generations. The event included a March Madness Elite 8 bracket contest as well as a Mario basketball game, which served to engage people and introduce the map and checklist.

After taking part in the basketball game, participants received a raffle ticket, which offered the possibility of winning a \$100 Bookstore gift card as well as the opportunity to complete a survey about the event and the Check Points for Success brochure. Of the 180 participants, 153 completed the survey. Responses indicated that the participants' motivation was spurred by food, fun and fellowship. The students indicated their intent to follow up at Spring Fling to collect additional data.

The importance of listening to the voice of the students, holding interactive events like this on a recurring basis, and encouraging faculty and staff participation was noted. The campus-wide use of the pamphlet and engaging students, faculty and staff via social media was also encouraged.

A brief question-and-answer session followed the presentation. Trustees thanked the students and Ms. Malcuit for their tremendous work on this project and for their excellent presentation.

Quarterly Financial Reports

The quarterly revenue/expenditure report along with the Balance Sheet and the Statement of Restricted Income and Charges were distributed prior to the meeting. The following was noted:

Revenue

- Ohio Board of Regents State Share of Instruction (SSI) – The FY 2014 budget is based on enrollment (50%), success points (25%) and course completion (25%). The projection of \$10.8 million is \$470,000 above budget.
- Student Fees – Enrollment for this fiscal year was budgeted based on an increase of 2%. Actual enrollment for Fall was flat. Spring enrollment has not yet been finalized but is currently down 1.4% compared to last Spring. Summer 2014 Terms are included in the current fiscal year revenue (with the exception of Summer B Term).
- Most other revenue line items are lagging budget.
- Total revenue is down \$498,000 (2.1%) from the previous fiscal year. The decrease in student fee revenue is primarily due to the change in accounting for Summer Term (last year's figure includes \$1.3 million for Summer 2012). SSI has increased about \$652,000 (8.6%), but this increase will come down slightly by year end.

Expenditures

- Instruction – Expenses decreased \$696,000 (7.8%). Full-time faculty salaries and adjunct faculty salaries for Summer 2013 are now reflected in the previous fiscal year (\$842,000).
- Student Services – Expenses increased \$420,000 (30.7%) due to reclassifying the Greene Center budget (expenses totaled \$351,000) from General Administration.
- General Administration – Expenses decreased \$342,000 (22.3%). This decrease is the result of reclassifying the Greene Center budget to Student Services.
- Public Service – Expenses increased \$123,000 (10.8%). Adjunct faculty salary/benefits for B&I and Non-Credit Continuing Education are up \$67,000 (27.1%). Also, fees paid to PAC performers are up \$40,000 (timing difference) and Hollenbeck Bayley Conference Center building maintenance expenses are up \$18,000.
- Total expenses are down \$559,000 (3.0%) primarily due to the change in accounting for Summer 2013 instructional salaries/benefits for faculty.

Auxiliary Enterprises

- Bookstore – Revenue is up 11.7% and expenses are up 7.8%. The surplus is \$138,000 ahead of last year. Total profit margin is 12.8% versus 9.75% last year. Profit at the Leffel Lane store is \$237,000 while profit at the Greene Center store is \$187,000.
- Commercial Transportation Training Center – Revenue is down \$101,000 (24.5%) while expenses are also down \$75,000 (19.0%). There are three additional classes scheduled for the current fiscal year and the enterprise is expected to realize a modest profit. We do not plan to recommend a tuition increase for next year. Staff has been in conversation with ABF Trucking to explore the possibility of doing doubles training, as well as training new drivers to get their CDL's. In the current year we have trained 61 students for CDL Class A and 24 students for other types of certifications.

Balance Sheet

- Total current funds have increased \$1.4 million (6.7%) compared to the third quarter of FY 2013. This increase is primarily a result of an \$800,000 (5.1%) increase in Educational and General Funds (cash increased \$325,000). Allowance for Doubtful Accounts increased \$426,000 (30.8%). Auxiliary Enterprises increased \$342,000 (10.9%). The increase was in cash as a result of surplus from Bookstore operations. Total Restricted Funds increased \$307,000 (10.7%) due to an increase in Accounts Receivable due from grantors.
- Agency Funds increased \$633,000 (90.2%) due to an increase in Accounts Receivable from the Government for loans disbursed to students. The large increase is a result of the timing of the disbursements this year versus last year.
- Total Investment in Plant is \$44.7 million compared to \$45.9 million last year at this time due to FY 2013 depreciation expense of \$1.9 million.

Restricted Statement

The report, which was distributed prior to the meeting, reflects three new grants since January 1, 2014 totaling \$77,000 that have been funded: Ohio Department of Youth Services – Project Jericho; American Association of Community Colleges - Plus 50 Encore Program; and funding for the Gateway Honor Trust Program. Please refer to the descriptions for more detail on each of these initiatives. Any grants/contracts where the expended/encumbered amount exceeds the received amount is the result of a timing difference. 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 15th. The total Restricted Budget is now just under \$20 million, which is a \$612,000 increase from the budget at December 31, 2013.

Greene Center Quarterly Financial Report

The report, which was distributed prior to the meeting, reflects financial information for the Greene Center through March 31, 2014. The following was noted:

- Revenues are tracking favorably with budget, due to bookstore surplus and enrollment meeting budget goals. Fall enrollments were 4.2% over budget (6.2% over last year), while Spring enrollments were 3.2% below budget (1.2% below last year).
- Many of the negative expenditure budget variances are due to timing issues. The Bookstore negative variance is more than offset by the positive variance in Bookstore revenues, resulting in a Bookstore net surplus to date of \$187,000.
- The total annual expenditure budget has increased from \$3.9 million in FY 2012-2013 to \$4.2 million (8.1%) to accommodate a full array of academic and support services for students attending at the Greene Center.
- A \$20,000 grant was received to support the Gateway program. This initiative was also described in the Restricted Budget Financial Report. A part time Wright State University graduate student has been hired to track these students, including the emancipated foster youth, and to provide added support.
- The ABLE program continues to operate successfully. These classes were opened up to community members beginning Spring Semester. The program could create an additional pipeline for new students. We are also visiting Greene County GED sites to speak with students about Clark State programs and training opportunities.
- We have a newly formed partnership with Ohio Means Jobs, Greene County. We will deliver monthly educational workshops for their clients on college readiness, financial aid, and success strategies. They have guaranteed 25-30 students each month for these workshops.
- Theresa Felder and Natalie Johnson attended the Ohio Board of Regents Special Meeting on Inclusive Competitiveness. Clark State and several other higher education institutions were invited to engage in open dialogue about our efforts to encourage underrepresented and low income populations to participate in STEM related fields.
- Staff members met with Montgomery County RTA to build relationships and discuss partnership opportunities. As we develop our partnership, we are working together to lessen the barrier of transportation for our students.
- We are currently participating in the Wright Patterson Air Force Base Community Partnership (WPAFB) Initiative. WPAFB is facilitating conversations to develop mutually beneficial partnerships with local organizations. We have been participating in the Education/Workforce Development group.
- The Greene Center hosted the Veteran's Employment Connection Workshop, which was sponsored by the Miami Valley Human Resource Association. Thirty-three veterans received assistance with job search, resume building, and interview skills. Nine area employers held mock interviews for the veterans. State Representative Rick Perales and Beavercreek Mayor Brian Jarvis attended the event.
- Logan Harris, a senior at Xenia High School, will graduate from Clark State with an Associate of Arts Transfer Degree. She started as a PSEO student as a high school freshman and will complete her Associate Degree and receive her high school diploma in the same year.
- The Greene Center Advisory Committee will meet in May. It is comprised of business leaders, civic leaders, higher education partners, and community partners. The Committee will meet 2-3 times per year and help set the direction for the Greene Center.

Human Resources Update

Filled Position:

- *Justin McCulla*, hired as Student Services Coordinator – Northern Region, Student Affairs, Grade Level 6, 1.0 FTE, effective April 7, 2014

Promotions/Transfers:

- *Julianne Whitaker*, transferred from Administrative Assistant, Area 7 Workforce Investment Board, Grade Level 4 to Administrative Assistant, Performing Arts Center, Grade Level 4, effective April 7, 2014
- *Gina Young*, transferred from Administrative Assistant, Workforce Development, Sales and Outreach, Grade Level 4 to Administrative Assistant, Area 7 Workforce Investment Board, Grade Level 4, effective April 7, 2014

Open/Advertised Positions/Searches/Interviews:

Non-Exempt:

- Systems Analyst (1.0 FTE)
- Evening/Weekend Library Assistant (.46 FTE)

Exempt:

- Manager, Client Support (1.0 FTE)
- Director, Athletics and Student Life (1.0 FTE)
- Custodial Services Supervisor (1.0 FTE)

Resignations:

- *Don Winburn*, Custodial Services Supervisor, effective 4/4/14
- *Judith Stickel*, Nursing Faculty, effective 5/14/14

Retirement:

- *Paulette Grodner*, Nursing Faculty, effective 6/1/14

Termination:

- *Stuart Sectors*, Executive Director, Performing Art Center, effective 4/10/14

Student Recognition Event

The Student Recognition Night celebrates the student success of our student scholars and student leaders. A total of forty-five (45) students were honored at this year's event, which was held on April 9th in the Hollenbeck Bayley Creative Arts and Conference Center. This was the College's eighteenth annual Student Recognition Night celebration.

For the category of "Outstanding Student in an Academic Program," students were selected by faculty from their academic discipline. The "Outstanding Student Leaders" were chosen by faculty, club advisors, and Student Affairs staff.

The attendees at the event included over one hundred ninety-six (196) students, students' guests, faculty, and staff.

Graduation Activities

Below is a listing of the graduation activities scheduled this year.

Tuesday, May 6, 2014

7:00 p.m. Kuss Auditorium

LPN Pinning Ceremony

Friday, May 9, 2014

7:00 p.m. Kuss Auditorium RN Pinning Ceremony

Saturday, May 10, 2014

9:00 a.m. Green Room – PAC Coffee/Muffins for Distinguished Guests
 9:30 a.m. Green Room – PAC Robe and fall in line for processional
 10:00 a.m. Kuss Auditorium Graduation Ceremony
 11:30 a.m. Courtyard by Marriott Luncheon

Graduation Highlights:

Student Speaker: Application review on April 11

Music: Springfield Symphony Brass Quintet

Vocalist: Tiffany Coutts

Division	Marshall
Health, Human and Public Services	Paulette Grodner
Arts and Sciences	Fabian Novello
Business and Applied Technologies	Pam Ball

Liaison Reports

Clark State Foundation

- The Foundation fund balance as of 2-28-14 is \$12.8 million.
- Beth Dixon presented a proposal for a second Romanian youth exchange in 2015. The Foundation agreed to coordinate the fundraising efforts so there is no confusion among donors.
- The Finance/Audit/Investment Committee is moving forward with a review of potential investment managers. Request for Qualifications letters have been sent to eight firms. Proposals will be reviewed and interviews may be conducted with some firms. The review may or may not result in any changes in managers.
- The Annual Campaign is in process, with three donor allocation options: student assistance, Performing Arts Center or unrestricted.
- The annual Scholarship Luncheon was well-attended by scholarship donors and recipients; the testimonials from both groups were very moving.
- The Circle of Friends Steering Committee continues with sponsor development for the gala on May 2.
- Dr. Blondin reviewed the College's new Mission, Vision and Guiding Principles with the Foundation Board. Their annual retreat will include a discussion of the new goals and how the Foundation can best support them.

Council of Governments

- Early Childhood Education Center enrollment is at 96.5 FTE (86% of the 112 student capacity), including the Ohio Department of Education Expansion Grant students. Center personnel continue to recruit new children for the full day program. The half day program is at full enrollment.
- Staffing levels are sufficient at this time, but two positions are currently open: Preschool Classroom Assistant Teacher and Office Clerk.
- The Center is preparing to apply for Five-Star Step Up to Quality status by July 2014.

Organizational Chart

Updated copies of the 2013-2014 organizational chart were distributed to Trustees prior to the meeting.

Action Items

The following items were presented for Board approval:

Personnel Recommendation ~ 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 Hire:

- *Justin McCulla*, hired as Student Services Coordinator – Northern Region, Student Affairs, Grade Level 6, 1.0 FTE, effective April 7, 2014

Resignation:

- *Don Winburn*, Custodial Services Supervisor, (1.0 FTE), effective April 4, 2014

Termination:

- *Stuart Sectors*, Executive Director, Performing Art Center, effective 4/10/14

Impact on students and/or student learning:

- Student Services Coordinator – Northern Region will provide leadership regarding enrollment and student services, as well as lead community outreach efforts to area high schools, higher education partners and community agencies and organizations
- The Custodial Services Supervisor is essential to ensure that all facilities are clean and safe at the Springfield campuses. Also responsible for set-up/tear down of space for various activities.
- The Executive Director, Performing Arts Center has little direct impact on students and student learning. However; an interim director will be installed shortly to ensure continued day-to-day operations.

Implications for budget, personnel, or other resources:

- Student Services Coordinator – Northern Region funding is in the 2014-2015 budget
- Custodial Services Supervisor is in the 2014-2015 budget
- The Executive Director, Performing Arts Center is in the 2014-2015 budget

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

Personnel Recommendation ~ 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:

Retirement:

- *Paulette Grodner*, Nursing Faculty, effective 6/1/14

Resignation:

- *Judith Stickel*, Nursing Faculty, effective 5/14/14

Impact on students and/or student learning: The Instructional Faculty – RN Program positions are key instructors in our Nursing Program and critical to student success.

Implications for budget, personnel, or other resources: These two positions are in the 2014-2015 budget.

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

Contract Renewals ~ Instructional Faculty

The College renews contracts for Instructional Faculty each April. Instructional Faculty contracts are offered as one-, two-, or three-year contracts. Present Board policy states: *Faculty must serve four years on a one-year contract before becoming eligible for a two-year contract. Upon successful completion of two two-year contracts, faculty may be offered a three-year contract.*

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

RECOMMENDATIONS FOR CONTRACT RENEWALS INSTRUCTIONAL FACULTY 8-16-2014			
Name	Year Employed	Contract Eligibility	Contract Recommendation
Robert Adkins	9/1/1996	3 year	3 year
Jim Anderson	9/1/1990	3 year	3 year
Aimee Belanger-Haas	9/1/2010	2 year	2 year
Rhonda Black	9/1/2010	2 year	2 year
Carla Boomershine	8/27/2013	1 year	1 year
Natalie Bracy	8/18/2013	1 year	1 year
Janice Bruns	9/1/2012	1 year	1 year
Laurie Buchanan	9/1/2001	3 year	3 year
Violet Ann Clayton	9/1/2012	1 year	1 year
Deborah Corvin	9/1/2011	1 year	1 year
Lisa Crispin	9/1/2012	1 year	1 year
Julie Cuy Castellanos	9/1/2011	1 year	1 year
Scott Dawson	9/1/2012	1 year	1 year
Jan Didich	8/19/2013	1 year	1 year
Larry Everett	9/1/2003	3 year	3 year
Theresa Filicko	9/1/2012	1 year	1 year
Randall Green	9/1/2010	2 year	2 year
Sharon Halter	9/1/2012	1 year	1 year
Nora Hatem	8/26/2008	2 year	2 year
Pam Healy	9/1/2003	3 year	3 year
Robyn Hennigan	9/1/2002	2 year	2 year
Melissa Holmes	9/1/2012	1 year	1 year
Tami Horton	8/19/2013	1 year	1 year
Paige Huskey	8/26/2008	2 year	2 year
Kara Jackson	9/1/2010	2 year	2 year
Ryan Ketner	8/5/2013	1 year	1 year
Theresa Lauricella	9/1/2006	3 year	3 year
Cynthia Lehmkuhle	9/1/2010	2 year	2 year
Kandyce Meo	9/1/2008	2 year	2 year

RECOMMENDATIONS FOR CONTRACT RENEWALS INSTRUCTIONAL FACULTY 8-16-2014 (continued)			
David Miller	9/1/1998	3 year	3 year
Melinda Mohler	8/19/2013	1 year	1 year
Jerome Murray	9/1/2006	3 year	3 year
Fabian Novello	9/1/2001	3 year	3 year
Stephen Nowka	9/1/2010	2 year	2 year
Julie Oaks	9/1/2012	1 year	1 year
Deb Peairs	9/1/2011	1 year	1 year
Paula Rice	9/1/2012	1 year	1 year
Cheryl Risner	9/1/2012	1 year	1 year
Diane Roux	9/1/2006	3 year	3 year
Mark Schmidt	6/1/2003	3 year	3 year
Charles Strecker	9/1/2010	2 year	2 year
Robert Sweet	9/1/1993	3 year	3 year
Juliet Swope	9/1/2011	1 year	1 year
Janet Taylor	9/1/2011	1 year	1 year
Jacob Whitt	8/19/2013	1 year	1 year
Elizabeth Your	9/1/2011	1 year	1 year
Grace Zartman	9/1/2012	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 2014-2015 budget will include funds for the re-employment of these faculty, as well as those faculty already under contract.

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

Associate Degree and Certificate Authorization

For the past few months, students have been petitioning to graduate at the Spring 2014 Commencement. The Records Office has checked each of these records, and the faculty have certified that the students have met all requirements for graduation from their respective divisions. Graduates at the Spring 2014 Commencement are in the following areas:

Degree Type	Number Awarded
Associate of Arts Transfer	45
Associate of Science Transfer	41
Associate of Applied Business	112
Associate of Applied Science	258
Associate of Technical Studies	2
TOTAL	458
Certificates	93

Honors	Associate Degrees	Certificates
4.0 GPA	7	2
3.5+ GPA	114	17

Diversity	Total	Female	Male
Associate Degrees	458	294	164
African-American	40	29	11
Asian	5	2	3
American Indian	2	2	0
Hispanic	6	3	3
Hawaiian/Pacific Islander	2	2	0
Caucasian	379	239	140
Unknown	18	14	4
2+	6	3	3

Diversity	Total	Female	Male
Certificates	93	82	11
African-American	9	8	1
Asian	1	1	0
Caucasian	77	69	8
Unknown	5	3	2
2+	1	1	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 Associate Degree and Certificate candidates who have met all of the institutional qualifications for graduation.

Strategic Planning Goals

The Strategic Planning and Resource Council (SPARC) was developed to help lead the strategic planning process. As reported last month, SPARC, consulted by Dr. McFarland, unfolded a Strategic Planning process involving three phases. The first phase, which addressed reflection on and revision to our Mission, Vision, Guiding Principles, Strategic Trends, and Distinctiveness, has been completed. The second phase called for us to create our strategic planning goals.

A team was tasked with developing the strategic planning goals, and after a great deal of discussion and feedback, the following goals are presented for Board approval:

- 1) Increase enrollment, student success, engagement, retention, and completion.
- 2) Improve communication and collaboration within the college and with our diverse communities, businesses and industries.
- 3) Develop quality academic, community, and support programs by creating an innovative learning environment.

Once the goals are approved, the third phase of the strategic planning process, which identifies initiatives to meet the goals, will commence.

Impact on students and/or student learning: Clarify and gain consensus on strategic priorities for improving education and completion for student success.

Implications for budget, personnel, or other resources: All areas of the College will be impacted. This process involves determining goals and initiatives for the upcoming years.

It was requested that the Board of Trustees approve the strategic planning goals as presented.

Trustee Bell made a motion to approve all action items as presented. Trustee Strickler seconded, and the motion passed unanimously.

Report of the President

Dr. Blondin asked each of the Senate representatives to provide updates on their current initiatives. On behalf of Faculty Senate, Mark Schmidt reported the following:

- Faculty Senate is winding down for the year. At next week's Faculty Assembly, those interested in serving as Senators or on various committees next year will be identified. Dee Malcuit will serve as Faculty Senate President next year, and a Vice President is being sought.
- Many things have changed tremendously this year with faculty, staff and administration working together on the strategic planning process and the restructuring of the College's governance structure. Kudos to the faculty who did a yeoman's job meeting deadlines to keep things on track.
- Faculty appreciate the administration's agreement to provide a set budget for faculty development going forward.

On behalf of Staff Senate, Ron Gordon reported the following:

- Staff Senate's current initiatives are very similar to Faculty Senate's. Staff Senate will also be working to identify those who want to serve as Senators, President and Vice President next year. Kudos to Nina Wiley for her wonderful service as President the first part of the year. (Ron Gordon completed the term after Ms. Wiley's promotion to Dean of Enrollment Services.
- Staff Senate bylaws are being revised and will soon be presented to the staff.
- Faculty/staff cookouts will be held Thursday on the Leffel Lane campus and next Wednesday, April 23, at the Greene Center. All are welcome to attend.

Sam Coons and Jane McGlothen represented Student Senate, as follows:

- Mr. Coons expressed appreciation for allowing Student Senate to attend and present at the meetings. He noted that he will be dual enrolling at Wright State University in the fall, and that he has learned a lot about responsibility by serving on Student Senate.
- Ms. McGlothen reported that Students Helping Students Succeed, a peer-to-peer non-academic mentoring program, will be piloted in Fall 2014. The program initiated by Student Senate is designed to match students with similar backgrounds together to help them succeed.

Dr. Blondin then called on Dr. Singh to present on the Top 15 Most Enrolled Courses at Clark State. A list of these courses was distributed to Trustees. Dr. Singh noted that this is our starting point for benchmarking, and he will be working with faculty to determine how to improve course by course with a focus on ensuring that as many students as possible complete with a C or better ("completion with quality"). It was also noted that the least enrolled courses are evaluated during the program review process.

President Blondin:

- Distributed and briefly reviewed a legislative summary from the Ohio Association of Community Colleges;
- Reported that the Global Impact STEM Academy (GISA) is applying for a Straight A grant, and we have written a letter of support for it; and

- Indicated that our \$275,000 request to the Ohio Board of Regents for Precision Agriculture Program equipment was denied. They will provide their rationale within the next two weeks. She noted that we have other funding sources available.

Discussion ensued regarding potential GISA locations.

Report of the Board Chair

Chairman Doyle reported that New Trustee Orientation was held last week for Trustees McDorman and Strickler. Both will serve on the Government/Community Relations Committee. An updated list of committees will be distributed at the next meeting.

Chairman Doyle also reviewed the list of upcoming events, noting that Vice Chair Noonan will fill in for him during graduation, the Foundation Retreat may be postponed, and that one seat is available for the All-Ohio Academic Team Luncheon. He also encouraged Trustees to attend the upcoming OACC Annual Meeting; details will be available soon.

Trustees' Open Forum

Trustee Bell complimented everyone on the progress of our long-term planning, noting that he will attend the upcoming initiatives planning meeting.

Executive Session ~ Personnel/Real Estate

Trustee McDorman made a motion to move into Executive Session to discuss personnel and real estate. Trustee Bell seconded the motion, and it passed 8-0 by a roll call vote. Executive Session commenced at 7:22 p.m.

Vice Chair Noonan made a motion to exit Executive Session and return to general session at 8:02 p.m. Trustee Corbin seconded, and the motion passed 8-0.

Adjournment

Trustee Bell made a motion to adjourn the meeting, and Trustee Phillips seconded. The motion passed unanimously, and the meeting adjourned at 8:03 p.m.