



BOARD OF TRUSTEES REGULAR MEETING

Minutes
March 19, 2024

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 Zoom on Tuesday, March 19, 2024. Board Chair David Ball presided and called the meeting to order at 6:20 p.m.

Roll Call

Present in Person: Andy Bell, Kyle Hall, Mitchell Hurst, Mike McDorman, Peggy Noonan, Becka Rowland-Buckley, Ben Vollrath, Vice Chair Sharon Evans, Board Chair David Ball and President Jo Alice Blondin

Others Present in Person: Chris Cameron*, Student; Dr. Adrienne Forgette, Vice President of Academic Affairs; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Dr. Dawayne Kirkman, Vice President of Student Affairs; Toni Overholser, Vice President of Advancement; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Mellanie Toles, Executive Assistant to the President and Coordinator of Special Projects; and Nina Wiley*, Assistant Vice President of Student Affairs

Others Present Virtually: Dan Ayars, Director of Facilities, Operations and Maintenance; Karen Benton, Assistant Dean of Health, Human and Public Services; Dr. Travis Binkley, Dean of Enrollment Services; Kierre Brown, Assistant Dean of Business and Applied Technologies; Chris Cameron, Student; Erika Daggett, Director of Marketing; Petra Deason, Manager of Ticket Office Operations, Performing Arts Center/Staff Senate President; Sean Dodge, Institutional Research Analyst/SOAR participant; Stephanie Gaston, Coordinator, Office of Student Support; Emily Halpin, Purchasing and Administrative Support Specialist, Information Technology; Natalie Johnson, Associate Dean, Regional Locations; Michael Lander, Assistant Professor, Business and Applied Technologies/Faculty Senate President; Johnny Lemen, Director of Risk and Emergency Management; Naomi Louis, Dean, Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Director of Institutional Research and Planning; Dr. Adam Parrillo, Dean of Business and Applied Technologies; Jessica Robbins, Student Senator; Randy Scott, Career Navigator H1B One Workforce Grant; Elecia Spain, Assistant Dean, Access and Retention Services; Jamie Teeple, Assistant Dean of Arts and Sciences (Reg Only); Roseann Terbay, Peer Recovery Support Specialist; Trish Voisard, Staff Accountant; Nina Wiley, Assistant Vice President of Student Affairs; and Mia Yaniko, Education Section Chief, Ohio Attorney General's Office

Recognition of Guests

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

Public Comment

There were no public comments.

Conflicts of Interest

No conflicts were reported.

Student Success Story

Nina Wiley, Assistant Vice President of Student Affairs, introduced Student Speaker Chris Cameron, who is currently pursuing a degree in Addiction and Recovery Services.

Mr. Cameron shared that his struggles with substance abuse and mental disorders had him in and out of rehab for years, but he could never seem to get it right and always felt like something was missing. The last time he was in rehab was in July 2022; he started his recovery in Columbus and then came to Dayton. He saw a few of his peers who had applied for the peer support program doing great things. Although college always seemed out of reach for him, he decided to go for it. Initially, hurdles kept popping up, and he did not think it would work out, but he persisted and discovered that finding a purpose was the link he was missing. Once he really got his mind around going to school and beginning a career in recovery, everything fell into place. He met Peer Recovery Support Coordinator JJ Peck, who was very inspirational to him and got him enrolled in the program. Mr. Cameron reported that from his first day on campus, he felt very welcomed; Callie Cary-Devine and Rob Gast in the TRIO office helped him get to classes, he received a loaner laptop, Stephanie Gaston in the Office of Student Support was helpful, and every time he needed something, someone from the College did all they could to help him. He commented that being associated with Clark State has been the most influential thing in his recovery, and he has been clean for two years. Mr. Peck convinced him to enroll in the associate's degree program, and then Carin Burr and Ciara Bobbitt encouraged him to pursue the bachelor's degree, which he is doing. Mr. Cameron noted that everything has come together so well, and this has been a terrific opportunity for him.

Chair Ball thanked Mr. Cameron for sharing his story, as it reminds us all why we are here and that it is never too late to make a change. He noted that he looks forward to hearing about his continued success and receiving his bachelor's degree. Chair Ball also gave kudos to everyone involved in helping Mr. Cameron along his journey.

*Mr. Cameron and Assistant Vice President Wiley exited the meeting at 6:10 p.m.

Report of the Board Chair

Chair Ball reported that he will be attending the Association of Governing Boards' National Conference on Trusteeship next week and will report on the various sessions he attended in April. He noted that he was excited about tonight's meeting agenda due to the extra information provided, particularly the Counseling Update, in response to requested changes resulting from the Board retreat.

Report of the President

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

Faculty Senate President Mike Lander reported that Senate has been evaluating what they have been working on and tying it to the Strategic Plan, and he feels they have made wonderful progress. In alignment with Goal 4 of the Strategic Plan, faculty and administration have come a long way this year in improving communication and morale; he noted that morale had gone down a bit, and Dr. Blondin pulled administrators and Senators together for conversations regarding shared governance, which have really been helpful in allowing Senators to see things differently. Some strides have been made on the Faculty Compensation Task Force, and headway is being made in the search for a better Learning Management System (LMS). Work is also being done to investigate a replacement for TK20. Work continues on updating the Academic Integrity Policy as it relates to artificial intelligence. All of those things lead to a

more robust environment of working together with communication as the key. Drs. Blondin and Forgette have embraced helping faculty work through things in a positive environment, with the main focus being student success and the ways faculty can enhance it and assessment of student learning.

Staff Senate President Petra Deason reported that Staff Senators have decided to meet with Faculty Senators to discuss shared governance in order to get some guidance on reaching some of their goals. Staff Senate has also been discussing staff's insurance cost concerns and how it has caused a decrease in morale; they brainstormed a list of possible solutions that they look forward to sharing with administration soon.

Student Senator Jessica Robbins reported that Student Senate is gearing up for a variety of events leading up to graduation, including Professional Development Day, Graduation Fair, and Fresh Check Day. Students will be provided with professional headshots and professional clothing will be on display to help prepare them for graduation. These activities align with Goal 2 of the Strategic Plan, which focuses on improving enrollment, student success, and completion. Senators are also preparing for the 2024-2025 academic year with their Student Senate election and discussion regarding ways to increase enrollment.

President Blondin reported the following:

- She and Dr. Franz worked very closely and touched base with Chair Ball regarding closing the campus on Monday, March 18, due to a murder suspect being at large in the area. Intelligence was received from the Chief of Police that prompted the decision that was unable to be shared at the time of the closing. Apparently, the young man murdered his mother and threatened to shoot up a school; since he lives close to the College and it was not known which school he was referring to, the College as well as other local schools were closed out of an abundance of caution.
- She is excited to participate in a virtual Battery Workforce Initiative Virtual Roundtable for Community Colleges Thursday hosted by the Departments of Education and Energy in ongoing effort to collaborate on the development of sustainable solutions to foster long-term synergies between battery industry manufacturers and recyclers, education institutions and the labor community.
- The Medical Laboratory Technology program attained a ten-year reaccreditation through NAACLS: the National Accrediting Agency for Clinical Laboratory Sciences. Kudos were given to Kristen Bancroft, Drs. Dolan and Forgette, and Karen Benton.
- The Practical Nursing program now has a 100% pass rate for both the Bellefontaine and Beaver creek programs. She gave kudos to Angela Miller, Nicole Miller, Dana Scott, Karalen Witt, Katina Osborne, Katlyn Graham, Sarah Nicewaner, and Garrett Fisher.
- The Negotiated Rulemaking process is over.
- The opening of Intel has been delayed until at least 2027 and is a little uncertain for the future. In addition to supply chain problems, there are concerns regarding the workforce needs.
- Clark State is a finalist for the American Association of Community Colleges (AACC) Award of Excellence in Community College Safety Planning and Leadership. Dr. Blondin will attend the conference in Louisville, KY, and will be delivering a presentation during the height of the solar eclipse.
- She had the opportunity to present to the Association of Community College Trustees (ACCT) and AACC Board regarding Negotiated Rulemaking.
- She met with Richard Cordray, Chief Operating Officer for the U.S. Department of Education Office of Federal Student Aid, and promised we would do all we can to make the FAFSA rollout easier. She noted that Director of Financial Aid Gigi Minter has done a very impressive job.
- Carrie Warwick-Smith from ACCT presented national trends and legislation at the March 6th Town Hall Meeting.

- Copies of a *Columbus Dispatch* article entitled “Ohio Public Universities Face Multimillion-Dollar Budget Cuts” and *The Chronicle of Higher Education’s* article “Revamped Overtime Rule Promises Higher Pay and Higher Costs” were distributed to Trustees at the meeting.

Dr. Blondin also reported that she received some intelligence a couple of months ago that either Eastern Gateway Community College was closing or being rebranded as Youngstown State University. They submitted an application to the Higher Learning Commission to open a new location in Steubenville, and she heard that Eastern Gateway’s current SSI funding could possibly follow them to Youngstown State, which is not fair to other community colleges. She indicated that she will be writing a letter to Chancellor Duffey about this because she does not like the optics of a four-year university with declining enrollment coming in and sweeping up this funding, which takes resources from community colleges statewide. Two other community colleges are currently also very upset about this, but Dr. Blondin thinks the rest will follow suit and join in this protest.

Approval of Minutes

Chair Ball asked for a motion to approve the minutes of the Reorganization and Regular Board Meetings held on January 16, 2024. Trustee McDorman made a motion to approve the minutes as written; Trustee Bell 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 Friday, March 8, 2024, at 8:00 a.m. in the Sara T. Landess Technology and Learning Center Boardroom (TLC 113), as well as virtually via Zoom. Those present included: Mitch Hurst, Committee Co-Chair; Andy Bell, Committee Co-Chair; Dave Ball, Board Chair; Trustee Members Sharon Evans, Peg Noonan, Becka Rowland-Buckley; Dr. Blondin, President; Dr. Matt Franz, Senior Vice President, Technology, Safety and Strategic Initiatives; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Dr. Adrienne Forgette, Vice President, Academic Affairs; Toni Overholser, Vice President, Advancement; Sean Dodge, SOAR Participant; and Susan Kelly, Recorder

- Call to Order
- Roll Call
- Approval of January 9, 2024, Meeting Minutes – ACTION
- February Financial Report – Schantz
- FY25 Budget Assumptions and Update – Schantz
- State Share of Instruction – Preliminary Discussion – Schantz
- Health Insurance Renewal Update - Schantz
- Faculty Compensation Committee Update – Dr. Forgette
- Capital and Community Projects Update (Rhodes, GISA, Fire Station/Academy) – Schantz
- Legislative Update – Dr. Blondin and Schantz
- SB 104 – College Credit Plus Textbooks
- Senator Jerry Cirino – Capital Budget Letter/Request re: DEI
- Appointment to OACC Special Committee for Finance and Operations – Dr. Blondin
- Open Discussion/Other Business
- Next Meeting – Wednesday, April 10, 2024 – 8:00 a.m. TLC 113 Boardroom/Virtually via Zoom

Financial Report through February 29, 2024

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 2024 budget is based on course completion (50%), success points (25%) and completion milestones (25%).

Student Fees revenue represents Fall through December 31 and is lagging in comparison to what was budgeted for the academic year. The Office of Enrollment/Admission is taking a multi-pronged approach to implementing strategies in an attempt to have a favorable impact on Spring enrollment.

Workforce Non-Credit Training revenue is currently below budget but anticipated to gain some traction as the year progresses.

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

Total revenue is up \$330,700 (2.3%) from the previous fiscal year.

Expenditures

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

Total expenses are up \$479,600 (3.4%) over last year. Occupancy and Communication expenses are higher this time of year due to early spending for maintenance contracts, IT software and contracts, insurance and dues. By function, these affect Academic Support, Operation/Maintenance of Plant, General Expenses and General Administration.

Auxiliary Enterprises

Bookstore – Revenue is above budget but expenses are exceeding budget for this time of year, creating a deficit. In an effort to promote efficiencies and better financial outcomes that reflect good stewardship of our resources, the Greene Center bookstore was folded into the Leffel Lane operations last year.

Commercial Transportation Training Center – Revenue and expenses are up and reflecting a net surplus. More traction has been gained in revenue since the pandemic after opening a new testing site and renewed support from the State for student loans/grants for the program.

Parking – Expenses are trending above budget at this time due to some early paving projects initiated at the beginning of this fiscal year.

Food Service – 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.

Balance Sheet

Total current funds have decreased by \$1.3 million (6.5%) compared to the second quarter of FY 2023. This decrease is a result of changes in Receivables and Cash due to timing of draws for restricted funds. Due to the absence of the HEERF funding this fiscal year, receivables are down, and Cash is up due to a lack of activity in expenses related to the HEERF projects.

Total Investment in Plant fund balance has increased \$1.0 million (2.0%) due to an increase in capital assets from last fiscal year. Major increases to capital assets include the work from the HVAC upgrades across the campus and the access controls project with HEERF funding, as well as the Rhodes Hall Phase 3 from late 2022 and Phase 4 over the summer of 2023.

Restricted Statement

The restricted budgets, along with the grantor stipulations, were approved by Trustees at the September 2023 Board Meeting.

Any grants where the expended/encumbered amount exceeds the received amount are because funding is on a reimbursement basis. Many programs require quarterly billings, which will go out during the month after quarter end. The student financial aid Pell grants are drawn monthly.

Descriptions of all of these programs were provided to Trustees prior to the meeting.

Statement of Reserve Activity

Total ending balance for the quarter was \$9,845,802. The primary activity involved the contribution to the South Limestone Fire Station project with the City of Springfield, deferred maintenance projects and the technology replacement project.

Budget Assumptions and Update

The Budget Advisory Council is made up of: Dr. Jo Alice Blondin, President; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Robert Adkins, Professor, Business and Applied Technologies; Dan Ayars, Director, Facilities, Operations and Maintenance; Dr. Travis Binkley, Dean, Student Affairs; Haley Boling, Student Senate President; Petra Deason, Staff Senate President, Sean Dodge, Institutional Research Analyst; Rob Gast, Co-Chair Resource Management Committee; Tatiana Gorbunova, Resource Management Committee; Michael Lander, Faculty Senate President; Naomi Louis, Dean, Arts and Sciences; Kathleen Nelson, Controller; Gary Poulos, Adjunct, Arts and Sciences; Damiana Reyes, Program Coordinator, Workforce and Business Solutions; Jessica Robbins, student representative; Dr. Mark Schmidt, Professor, Health Technologies; Caity Sellers, Assistant Director, Early College Programs; Noah Vasquez, student representative; and Susan Kelly, Recorder. Below is the Budget Timeline.

Budget Advisory Council first meeting	1/18/24
Access granted to budget managers for viewing historical data and requesting expenditures	2/1/24
Budget Advisory Council meets	2/22/24
Expenditure requests forwarded by budget managers to Controller	3/6/24
Lab Fees to Controller	3/13/24

Initial revenue projection	3/18/24
Budget Advisory Council meets	3/28/24
Expenditure requests forwarded by Controller to Executive Council	4/5/24
Update Board Finance and Facilities Committee on Budget Status	4/10/24
Updated revision to revenue projection	4/12/24
Budget Advisory Council meets	4/25/24
Preliminary Budget presented to Board Finance and Facilities Committee	5/14/24
Budget Advisory Council meets	5/23/24
Balanced budget reviewed with Board Finance and Facilities Committee	6/11/24
Final balanced budget presented to Board of Trustees for action	6/25/24

Executive Vice President Schantz reported that budget managers have submitted their requests and the budget is being built with a number of budget assumptions, including a \$5 per credit tuition increase; a salary increase for faculty and staff; and a 6% cost increase for health insurance, since historically the Board has covered the first 6% of any increase.

Discussion ensued regarding rising health insurance costs, how the increases are determined, and what we are doing to help control costs. It was noted that the College is in a better position due to our participation in the consortium and that the College is in a much better position increase-wise compared to a lot of private organizations. Horan will provide a presentation regarding the health insurance renewal to employees during the April 10th Town Hall meeting.

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

General Manager's Update - Dan Hunt

- Maggie Cooper recently joined the team as our new House Operations Manager.
- A new Venue Emergency Plan has been established in conjunction with Director of Risk and Emergency Management, Jon Lemen.
- The Princess Bride, with Carey Elwes, is selling very well. A total of 1,158 tickets are sold, including all of the 200 VIP tickets.
- The Kuss Memorial Concert returns in May featuring the Gary Geis Dance Studio. This is a free concert funded by the Clark State Foundation through the Barbara Deer Kuss Endowment.
- Commencement planning is underway.
- Working on what is going to be an exciting 2024-2025 presenting series

Ticket Sales and Events Summary:

Past Event Tickets Sales:

- 360 All Stars (2/4) – 339
- Springfield Arts Council (SAC) - The Beat Goes On (2/16) – 596
- Springfield Symphony Orchestra (SSO) - Video Games (3/2) – 956

Upcoming Events Ticket Sales (as of 3/5/2024)

- SAC - Puppy Pals (3/16) – 414
- Theater Arts Program (TAP) - SpongeBob SquarePants – (4/6) 59, (4/6) 60, (4/7) 87
- SSO with Dayton Contemporary Dance Company (4/13) – 324
- The Greatest Piano Men (4/19) – 388
- The Princess Bride (4/21) – 1158 (All 200 VIP tickets are sold)
- Kuss Memorial Concert with Gary Geis (5/4) – 402
- SSO with Bela Fleck (5/18) – 481
- Shrek (5/22) – 207

HBC/PAC Venue Rental Events:

February

- Grapes and Escapes - PAC (2/3)
- Miami Valley Dance Company rehearsal - PAC (2/18)
- Rotary on Mondays (2/5, 2/12, 2/26)
- Power of the Purse (2/9)
- Sweetheart Gala (2/10)
- Boy Scouts luncheon (2/15)
- Lincoln Day Dinner (2/16)
- Project Jericho workshop (2/19-2/23)
- Greater Springfield Partnership Annual Meeting (2/22)
- Clark State Charter Night (2/27)

March

- Rotary every Monday (3/4, 3/11, 3/18, 3/25) – 75 people
- Community Health Foundation Celebration 2024 (3/5) – 210 people
- OSU Extension Central Ohio Perennial Flower School (3/7) – 170 people
- Snyder/Weidner Wedding (3/16) – 200 people
- Emerald Evening (3/23) – 300 people
- Springfield Congregation of Jehovah's Witnesses (3/24) – 400 people

April

- Rotary every Monday (4/1, 4/8, 4/15, 4/22, 4/29) – 75 people
- The Gathering (4/4) – 400 people
- Greater Springfield Partnership Economic Update: featuring Silfex (4/9) – 200 people
- Leadership Clark County (4/11) – 100 people
- Springfield High School Prom (4/13) – 200 people
- PTK Induction (4/16) – 100 people
- Greater Springfield Partnership Job Fair (4/17) – 700+ visitors
- Clark State Strategic Planning Day (4/19) – 300 people
- Greenon High School Prom (4/20) – 200 people
- Child Advocacy Center (4/24) – 200 people
- Aldinger/Clark Wedding (4/27) – 200 people

Board Advocacy, Student Success, and Programs Committee Report

The Board of Trustees' Advocacy, Student Success, and Programs Committee met virtually on Friday, March 1, at 10:30 a.m. Those present included: Committee Chair Mike McDorman; Board members Andy Bell, Kyle Hall, Becka Rowland-Buckley and Ben Vollrath; Board Chair David Ball; President Dr. Jo Alice Blondin; Vice President of Academic Affairs Dr. Adrienne Forgette; Vice President of Student Affairs Dr. Dawayne Kirkman; Vice President of Advancement Toni Overholser; Executive Vice President of Finance, Facilities and Operations Doug Schantz; and Allison Lawlor, Lobbyist with Sean P. Dunn Associates.

The agenda included the following items:

- Legislation (Senate Bill 83 and Senate Bill 104 – College Credit Plus Textbooks)
- BSN Program Progress
- Modeling and Simulation Program
- Faculty Compensation Work
- Business Advisory Boards
- Other

Standing Committees' Quarterly Update

Completion:

The committee has reviewed data that show 29% of students who received an academic concern and 85% of students who received a "kudo" from a faculty member for a particular course received a passing grade in that course. The committee is planning to further explore how concerns and kudos alter student behavior. The next Student Success Conference will be on March 7, 2025.

Diversity:

The committee recently hosted Black History Month in February, including a Sip 'n Paint session that was led by Black artist Zuri Cole, a showing of the movie Harriet, and an "African-American Read In" led by Tabitha Parker.

Employee Relations:

The committee is continuing to work on a redesign of the Staff Excellence Award process by creating an updated scoring rubric. Once completed, this will be shared with Executive Council and Staff Senate for approval. Faculty and staff will soon begin getting annual recognition on their work anniversary in the form of an e-card. The committee is also working together on ideas for Clark State Family Day.

Resources Management:

The committee is working on the feasibility of a community garden on campus, and the Grounds department has recommended a location behind Shull Hall near Springfield-Clark Career Technology Center. The committee met at the location with Sherry Chen from Springfield Ohio Urban Plantfolk (SOUP) for info on the startup requirements based on the organization starting several community gardens in the Springfield area. We are examining her recommendations and awaiting a response from the Clark County OSU Extension to determine next steps.

Safety:

The committee is assisting and advising Jon Lemen on the 3856 (campus contact) number. He is looking for the best way for us to communicate with 911 in the event of an emergency. The committee also formed a subcommittee to review building maps for updates and has worked with Dr. Franz on a survey regarding how best to communicate safety information campus-wide.

Technology:

The committee is assessing feedback submitted by faculty and staff regarding student technological challenges; these include online and traditional courses, campus computer labs, online platforms and software, and other technologies required for student success. Summative data and recommendations will be sent to Academic Council and Faculty and Staff Senates for consideration.

Program Review Schedule

The purpose of Program Review is to evaluate the status, effectiveness, and progress of academic programs and initiate improvements as a result of the review. The review process will also help in deciding which programs should be continued, put on a monitoring list, or discontinued after a certain time. All programs will be reviewed on a five-year cycle.

When a program is reviewed by an external accrediting group, the College will adapt the relevant sections of the accreditation review to meet the requirements of the college review report.

When the College establishes a new program, the program will generally be reviewed the year following the end of its third year.

Process:

- The Program Review process consists of the following components:
- Data provided by Institutional Research and from Assessment data base/reports
- Assessing of data by the program faculty and Dean
- Preparation of report – Program Review Summary based on directions that follow.
- Recommendations for the implementation of improvements via an Action Plan
- Review of program report with the Program Review Committee

Program Review Summary Report consists of the following sections:

- Criterion 1 – Program Purpose and Student Learning Outcomes (from Assessment Report - 1 page or less)
- Criterion 2 –Future Trends/Historical (Institutional Research Report for Program, Environmental Scanning Report- 1 page or less)
- Criterion 3 (3 pages or less)
 - Curriculum
 - Faculty
 - Facilities and Equipment
- Criterion 4 – Assessment of Student Learning
- Criterion 5 – Expense and Revenue to Expense Ratio
- Criterion 6 – Executive Summary and Recommendations (1 page or less)

The Action Plan is completed after Program Review is completed, and feedback from internal and external stakeholders is received, compiled, and reviewed. Progress on the Action Plan is reviewed the year following program review and additional recommendations are made as indicated.

2023/2024 Program Review Dates:

- Medical Assisting – April 3, 2024
- Graphic Design – April 3, 2024
- New Media– April 3, 2024
- Management – April 17, 2024
- Accounting – April 18, 2024
- Fire Science – April 22, 2024

Future Program Review Dates (2024/2025):

- Physical Therapy
- BAS Manufacturing Technology Management
- Engineering Technologies, Industrial Technology, and Associated Programs
- Geospatial Information Systems
- Heating, Ventilation, Air Conditioning (HVAC)
- Judicial Court Reporting
- Registered Nursing
- Medical Lab Technologies

Future Program Review Dates (2025/2026):

- BAS Web Design and Development
- Diagnostic Medical Sonography
- Criminal Justice/Corrections
- Police Academy

Chair Ball requested that the return on investment (ROI) for each of the programs to be shared with the Board. Discussion ensued regarding the Court Reporting program; it was noted that the program is up for review next year, and since we offer it in partnership with Stark State, Dr. Forgette would like to allow it to go through the normal review process. The program has a strong advisory committee in place, and the review will allow a prime opportunity for them to think about the issues affecting the future of the program. The Theatre Arts program was reviewed last year, and this year, many conversations are occurring about what can be done to improve the program. It was noted that now that program faculty have access to their program's data, they can better make decisions moving forward. Dr. Blondin noted that if the decision is made to sunset any programs, action would need to be taken by the Board, and it would need to be submitted to the Ohio Department of Higher Education. We have an obligation to any students in the programs to be able to complete them, so sunsetting is not a quick or uncomplicated process.

FY2021 Draft Loan Cohort Default Rate

The U.S. Department of Education released FY2021 draft loan cohort default rates (CDR) on February 26, 2023. Clark State College's FY2021 draft CDR is 0.0%. A cohort default rate is the percentage of a school's borrowers who enter repayment on federal student Stafford and Direct Loans during a

particular federal fiscal year (FY) and default (or meet other specified conditions) within the cohort default period (three-year period). The federal fiscal year begins October 1 and ends September 30.

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

The rate has dropped several percentage points in part due to the provisions in the March 2020 CARES Act that paused repayment for all student loan borrowers. Section 271 of the Fiscal Responsibility Act of 2023 signals the end of the COVID-19 federal student loan repayment pause, with interest accruing again from September 1, 2023, and payments resuming in October.

Clark State's 2021 draft loan cohort default rate is 0.0%. The previous rates were:

2020: 0.0%
2019: 3.2%
2018: 11.6%
2017: 18.4%
2016: 22.9%
2015: 22.3%

Institutional changes made at Clark State and forward momentum: Contracting with third party contractors in mid-2018 to work with student borrowers (Student Connections); offering students financial literacy education options; updating New Student Orientation to address student loan borrowing basics; incorporating student loan borrowing history review in financial aid appeal requests; and continued development of academic pathways that support student retention and completion.

Counseling Services Update for Fall 2023

Number of Student Interventions: There were 890 interventions (including counseling, crisis intervention, and peer recovery support sessions) this semester. Common reasons for counseling visits included depression, anxiety, grief, trauma-related symptoms, suicidal thoughts, current or past abuse, and stress from financial or housing issues. Among new referrals, Counseling staff noticed an increase in social isolation, emotional regulation deficits, and severe mental illness.

Referral Sources: Forty percent (40%) were self-referrals, and almost 40% were from faculty. The remainder of new referrals were from the CARE team, TRIO, and other student support services. Overall, referrals increased by 25% compared to Fall 2022. There has been a steady increase in self-referrals, a very positive trend, which indicates success from outreach events and the anonymous Interactive Screening Program.

Referrals from Counseling Services: Students are referred frequently to Accessibility Services for accommodations. Other common on campus referrals include the Office of Student Support and TRIO. The most common community referral is Project Woman or domestic violence agencies in other communities. Other community referrals include 12 step groups, clinics/family physicians, and outpatient psychiatric care.

Retention: Ninety-two percent (92%) of students served this semester are enrolled for spring semester or graduated. Notably, students who attended at least three counseling sessions had a 97% retention rate.

The American Foundation for Suicide Prevention's Interactive Screening Program:

<https://clarkstate.caresforyou.org/> This anonymous screening provides a brief but thorough screening of high-risk symptoms and even allows participants to message anonymously with Clark State counselors. Ninety-eight (98) assessments were provided this semester and 32% of those indicated the presence of suicidal risk. All students received a supportive message including counseling recommendations or other suggested referrals (from Arlie or Melinda) within 24 hours.

Outreach, Training, and Prevention Activities:

- Coordinated Trauma Informed Yoga: Six sessions (open to all campus members) provided by instructor Taylor Johnson
- Provided six classroom presentations on mental health and suicide prevention
- Three QPR Question Persuade, and Refer Suicide Prevention trainings offered during September, Suicide Prevention Awareness Month. Over 100 students, staff, and faculty completed QPR.
- Counseling staff presented Hidden Depression: Supporting and Referring Students for Student Affairs on December 1.
- Arlie represented Clark State at Fair Chance Wednesday, the Clark County Reentry Coalition's monthly resource fair, and shared information about the College's programs and resources. Arlie is Clark State's liaison for the Reentry Coalition.
- Roseann is an advisor for LGBTQ+ Alliance; she provides outreach at campus events and is contacted regularly by students for ongoing support.

Intimate Partner Violence and Sexual Violence Prevention Activities:

- Organized or provided in conjunction with the Sexual Violence Prevention Team for Domestic Violence Awareness Month
- Hosted a training on human trafficking, Sanctuary Night: Harm Reduction for Sexually Exploited Womxn, presented by Hanna Estabrook, CEO of Sanctuary Night
- The Clothesline Project was displayed the last week of October. Students created t-shirts sharing their story of survival or messages of hope for domestic violence survivors. Crisis and prevention resources were distributed.
- Two Active Bystander Intervention Training sessions were provided at Leffel Lane and Beaver Creek locations.

ODHE Mental Health Support Funding:

- Agreement with Insight Timer, a mindfulness app with diverse resources for stress, anxiety, sleep, and wellness. This is a free resource for students and was available in late November.
- Agreement with Fresh Check Day, a mental health and suicide prevention program from The Jordan Porco Foundation. Fresh Check Day, identified as a best practice in the Suicide Prevention Resource Center's registry, is an uplifting event that includes interactive booths and promotes positive mental health messaging. Clark State's Fresh Check Day will be held April 17.
- Partnered with The Bandana Project, a mental health advocacy and awareness organization. Initiated planning and purchase of materials (backpacks and bandanas) for our new chapter, which will begin in January.

Dr. Blondin thanked the Board for their support of our mental health services; we went from a .75 FTE counseling position to 2.0 FTE in addition to a Peer Recovery Support Specialist.

Strategic Planning Day Overview

The entire college will come together on Friday, April 19, for the annual College-wide Strategic Planning Day. Breakfast and lunch will be provided. The day will start with a welcome from the President, Dr. Jo Alice Blondin. After that, much of the morning will be spent around these four sessions (in a conference-style format) considering what is working well, what can be improved, and where we are going in FY25 for each session:

- Strategic Plan and Ad Hoc Work Overview
- One Clark State and Professional Development Overview
- Student Learning and Success / Culture of Evidence (e.g., ATD, CCA, SSLI) Overview
- Strategic Enrollment Management Plan and Academic Affairs Overview

At lunch, Cassie Walizer from Complete College America will give an overview of their work. After that, there will be a break for a Faculty Meeting and a Staff Meeting.

The day will conclude with time given to the guiding principles needed to improve Clark State's work around Career Guided Pathways and Digital Learning and for making connections between these and our Strategic Plan and Center for Teaching and Learning.

Trustees are welcome and encouraged to attend.

Technology, Safety and Strategic Initiatives Update

Technology

- We are working closely with academic affairs to redevelop our Student Evaluation of Instruction (SEI) system to transition from a third-party solution to something developed and maintained in-house in an effort to reduce expense and improve the experience for students, faculty, and staff. This will allow for greater integration with other systems internally and better align with initiatives supporting Achieving the Dream, Complete College America, and the Strategic Plan.
- We are working on a better workflow for our Help Center ticketing system to improve overall satisfaction and efficiency. We are integrating some processes and software solutions and developing new help articles and videos to provide multimodal, self-service support for students, faculty, and staff. Using enhanced analytics, the intent is to continuously adapt based on the data to maximize our ability to serve stakeholders effectively.
- Looking toward the upcoming fiscal year, several foundational software solutions have dramatically modified their licensing agreements (an unfortunately growing trend) resulting in considerable increases in cost. We have worked hard to offset these increases as much as possible with consolidation, solution alignment, and right-sizing. One benefit of our Microsoft licensing change is a substantive improvement in our email security which is the single biggest attack vector for ransomware and hackers.
- The network team has successfully replaced nearly 50% of end-of-life network gear purchased through strategic reserves requests in 2023 in LRC, portions of the Sara T. Landess Technology and Learning Center (TLC), Disaster Relief Learning Lab (DRLL/Flood House), certain areas at the Greene Center, and most of Rhodes Hall. We are working on planning the remaining replacements in TLC and Shull Hall during the rest of this fiscal year. The replacement work is disruptive to the network so must be done while the College is closed.

Safety

- Clark State was recognized as a finalist for the American Association of Community Colleges (AACC) Award of Excellence in Community College Safety Planning and Leadership. This national award recognizes institutions to commend institutions that demonstrate commitment to training, addressing critical issues, data security, equipment safety, informational dissemination, credential integration, and employee safety awareness. The winner will be announced on April 8th at the AACC Annual Meeting.
- We have planned tornado drills and a tabletop exercise for next month. It is critical to continue to engage with faculty and staff on a continuous basis to ensure that everyone is prepared for the most likely threats and emergency situations.

Strategic Initiatives

- Planning for the Clark State Strategic Planning Day on Friday, April 19, is in full swing. We are fortunate to have dedicated faculty and staff highly engaged in the strategic planning process and look forward to this day as an opportunity to come together in person to listen, learn, and engage on ways we all can participate in achieving our goals.

Marketing Update

- Summer/Fall campaigns began this month.
- Ms. Erika Daggett was hired as Director of Marketing and started work yesterday. She is very collaborative and has a lot of experience, so we expect her to do a great job.
- Mrs. Lori Common has transitioned to the Campus Communications Coordinator.
- The marketing initiative with DMA Solutions continues. Here is an overview of the initiative:
 - This initiative began January 15, 2024, and will conclude on December 15, 2024.
 - The resources available to Clark State College include: Strategic Leadership, Brand Management, Web Development, and Accounting.
 - Accountabilities of the initiative include providing communication and timelines, meeting deadlines, and access to key professionals and information to meet objectives.
 - The focus areas of the initiative include the following:
 - Website and Search Engine Optimization Assessment
 - Development of a key Messaging Guide. Example: Problem: "Higher education is expensive, and I won't get a good job and have too much debts." Solution: The affordable path to prosperity: Find out more about career-ready degree programs from Clark State College and invest in your future path to success.
 - Campaign Strategy and Asset Creation
 - Website Content Updates
 - Analytics Reporting Structure Creation
 - The first action items were the website assessment and development of a new report template.
 - The next action item is to the content and campaigns prepared for Summer/Fall.

Advancement and Outreach Updates

Foundation

- Assistant to the Vice President for Advancement Christa Bostick retired at the end of February. She served at Clark State College for over 27 years and was a valuable member of the Foundation team. Christa worked tirelessly to support our students and our mission, and she will be greatly missed.

- The Foundation is currently conducting a search for the position of Director, Donor Engagement. This position will support donor and alumni relations and scholarship administration. We hope to have this position filled by the beginning of April.

Outreach

- Lauren Houser, Director Project Jericho, was invited by the National Council of Juvenile and Family Court Judges to present at the National Conference on Juvenile Justice in Cleveland, OH this week. Brenna Myers, Project Jericho Creative Assistant, and Lo will both attend the full conference as participants and showcase Project Jericho's art programming in partnership with Clark County's Juvenile Court, treatment court dockets, and the Juvenile Detention Center in a breakout session.
- With the help of lead artist Sarah Hess, fourteen Project Jericho teens painted the backdrop for *James and the Giant Peach Jr.*, the Springfield Art Council's Youth Arts Ambassador's spring production, which was held on March 1st at the John Legend Theater. The teens painted all 650 square feet of the backdrops.
- The Scholars program is currently conducting a search for a Youth Program Coordinator. This person will coordinate Scholar activities and support summer programming. We hope to have this position filled by the beginning of April.
- The Scholars Program will host the 2024 8th grade induction ceremony on Wednesday, April 24, at 6:00 p.m. We hope you will join us for this important event at the Clark State Performing Arts Center. Each year eighty new Scholars are inducted to the program.

Workforce Development

- The Workforce Development area has begun offering English as a Second Language (ESL) courses to the Haitian population of Clark County. This effort is in support of Ohio Job and Family Services, Clark County. Classes last four weeks and will be offered on an on-going basis through December.
- Clark State will be hosting a Greene County Workforce Development Summit on Tuesday, April 2, from 11:00 a.m. to 3:00 p.m. at the Holiday Inn, Fairborn. This important event will provide an opportunity for economic development and industry leaders to collaborate with Clark State, State of Ohio, and regional workforce development leaders.

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:

- Elizabeth Buschur, Academic Advisor, Student Affairs, effective 2/26/24
- Erika Daggett, Director of Marketing, Marketing, effective 3/18/24

Personnel Changes:

- Lori Common, from Assistant to VP, Marketing, Diversity and Community Impact, Marketing to Communications Coordinator, Marketing, effective 3/4/24

- Yolanda Hall, from Senior Human Resources Generalist to Assistant Director, Human Resources, effective 1/8/24
- Breion Hawkins, from Diversity Coordinator to Cultural and Engagement Coordinator, Student Affairs, effective 3/4/24
- April Johnson, from Financial Aid Specialist to Assistant Director, Financial Aid, Student Affairs, effective 1/8/24
- Toni Overholser, from Vice President, Advancement to Vice President, Advancement and Outreach effective 3/4/24
- Beth Tremains, from Assistant Director, Marketing to Content Manager, Marketing, effective 3/4/24
- Mary Vonderhaar, from Academic Advisor, Student Affairs to Youth Program Coordinator, Advancement, effective 1/22/24, to Interim Director, Scholars and Youth Programs, Advancement, effective 2/5/24
- Alanna Weippert, from Administrative Support, Health, Human and Public Services to Administrative Assistant to the Dean, Health, Human and Public Services, effective 3/18/24

Retirements/Resignations/Departures:

- Andrew Buckles, Assistant Director, Aspire Programs, Student Affairs, effective 3/1/24
- Megan Cummins, Director, Scholars and Youth Programs, Advancement, effective 2/16/24
- Dr. Crystal Jones, Vice President for Marketing, Diversity and Community Impact, effective 3/1/24
- Laura Reisinger-Jenkins, Administrative Support, Arts and Sciences and Business and Applied Technologies, effective 3/15/24
- Ingrid Snyder, Administrative Assistant to the Dean of Health, Human and Public Services, effective 2/15/24

Open/Advertised Positions:

- Administrative Support, Arts and Sciences and Business and Applied Technologies
- Director, Donor Engagement
- Executive Director, National Advanced Mobility Center of Excellence
- Lead Instructor, Aspire Programs
- Project Director, Aspire Programs
- Project Director, Modeling and Simulation Program
- Scholars and Youth Program Coordinator

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

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

Implications for budget, personnel, or other resources: Funding for the above personnel actions is in the 2023-2024 budget.

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

Personnel Recommendations for Instructional Faculty

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

New Hire:

- Allison Foster, Instructor, Registered Nursing, Health, Human and Public Services, effective 1/16/24

Open/Advertised Positions:

- Instructional Faculty, Biology
- Instructional Faculty, English
- Instructional Faculty, Practical Nursing
- Instructional Faculty and Clinical Coordinator, Diagnostic Medical Sonography
- Instructional Faculty and Program Coordinator, Computer Software Development
- Instructional Faculty and Program Coordinator, Criminal Justice

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

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

Implications for budget, personnel, or other resources: Funding for the above personnel action is in the 2023-2024 budget.

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

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

Appointment of OACC Delegate and Alternate

Clark State College is a member of the Ohio Association of Community Colleges (OACC). OACC is governed by a governing board made up of the president and one trustee from each member college.

According to OACC bylaws, each college Board of Trustees shall designate one trustee to serve as the college delegate as well as one trustee to serve as an alternate member of the governing board. Both the trustee delegate and the alternate shall have the right to attend and fully participate in meetings of the governing board. However, only the delegate and the president from each college shall be counted for purposes of determining the quorum, and only the delegate and the president have the right to vote at a meeting. If the delegate Trustee is not present at the meeting, the alternate shall be counted for quorum purposes and shall have the right to vote. Presidents may not designate an alternate for voting purposes.

Each college district shall have a maximum of two votes on any matter which comes before the governing board. The college delegate trustee and president shall have one vote each. In the absence of a delegate trustee, the appropriate alternate trustee shall have one vote.

In accordance with OACC bylaws, trustee delegates and alternates are to be appointed annually, on or before March 31, by resolution of the respective member boards.

It is recommended that David Ball be appointed as the college delegate and Sharon Evans be appointed as the alternate delegate.

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

Alignment with Strategic Plan: Our work with OACC is aligned with Goal 5: Promote and support collaboration with diverse communities, businesses, and industry partners.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees affirm the appointment of David Ball as the college delegate and Sharon Evans as the alternate delegate to the OACC governing board.

Trustee Hall made a motion to affirm the appointment of David Ball as the college delegate and Sharon Evans as the alternate delegate to the OACC governing board. Trustee Bell seconded, and the motion passed unanimously.

Standing Committees Revision

At the 2023 Strategic Planning Day, the College discussed ways to streamline the strategic planning process reporting as well as revise the current standing committee structure during AY24. The current standing committee structure included the following six committees: Technology, Safety, Resource Management, Employee Relations, Diversity, and Completion. The College also had a structure, called SPARC (Strategic Planning and Resources Council), which guided the strategic plan.

An ad hoc committee, chaired by Carin Burr (Faculty) and Nathan Walters (staff) was created in April 2023 and began meeting in August 2023 to review our current standing committee structure and make recommendations. The ad hoc committee delivered their report to the President in November 2023, and to the entire college in December 2023. In January, a survey was provided to get input on the ad hoc committee's recommendations. The ad hoc committee is proposing the revised committees below:

- Employee Engagement
- Student Development (formerly Completion)
- Diversity and Accessibility
- Infrastructure, Safety, and Technology
- Strategic Alignment and Communications

This new committee structure has been unanimously voted on by the Faculty, Staff, and Student Senate meetings in February 2024. This new streamlined structure will take effect in August 2024, and we will carve out time during Strategic Planning Day in April for the Senates to meet and appoint their co-chairs.

The new committees will work on by-laws changes and other charges during academic year 2024-2025. The importance of bringing this change to the Board of Trustees is a reinforcement of our shared governance process and to improve communication with the Board on campus committee service.

Impact on students and/or student learning: Better use of faculty, staff and students' time through a more streamlined committee structure and a clarification of charges for each committee. of bringing this change to the Board of Trustees is a reinforcement of our shared governance process and to improve communication with the Board on campus committee service.

Alignment with Strategic Plan: This change aligns with Goals 3 and 4: Creating a culture of care and improving communication.

Implications for budget, personnel, or other resources: n/a

It was requested that the Board of Trustees approve the revised standing committee structure as presented.

Trustee Rowland-Buckley made a motion to approve the revised standing committee structure as presented, and Vice Chair Evans seconded. The motion passed unanimously.

Trustees' Open Forum

Trustee Hall stated that while it is difficult to close the College on such short notice, he thought she did the right thing, noting that especially in today's environment, it is better to be safe than sorry. Vice Chair Evans seconded those sentiments, adding that after something catastrophic happens, people always look back and wonder why they did not do this or that, so it is better to err on the side of caution. Dr. Blondin responded by saying that she trusts our people so much, and they are not going to make a wrong decision on behalf of the College.

Trustee Noonan inquired about a requirement for the College to submit our last five-year budget as well as our efforts around diversity, equity and inclusion as part of the capital bill process. Dr. Blondin indicated that the most important thing we can do is be transparent and honest, continue our focus on serving our students and ensuring that we are being as inclusive as possible. At this point, compliance and transparency are how we will go forward and be victorious.

Adjournment

Trustee Vollrath made a motion to adjourn the meeting, and Trustee Rowland-Buckley seconded. The motion passed unanimously, and the meeting adjourned at 7:44 p.m.