



## BOARD OF TRUSTEES REGULAR MEETING

Minutes  
April 23, 2024

The Clark State College Board of Trustees met in regular session in Room 313 of the REACH Center in Xenia, Ohio, with the majority of guests attending virtually via Zoom on Tuesday, April 23, 2024. Board Chair David Ball presided and called the meeting to order at 6:17 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:* Dr. Adrienne Forgette, Vice President of Academic Affairs; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Natalie Johnson\*, Assistant Dean, Regional Locations; Susan Kelly, Assistant to the Executive Vice President for Finance, Facilities and Operations; Dr. Dawayne Kirkman, Vice President of Student Affairs; Toni Overholser, Vice President of Advancement; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; and April Williams\*, Student

*Others Present Virtually:* Toni Abernathy-Landrum, Director of Donor Development; Sean Allen, Student Senator; Dan Ayars, Director of Facilities, Operations and Maintenance; Petra Deason, Manager of Ticket Office Operations, Performing Arts Center/Staff Senate President; Sean Dodge, Institutional Research Analyst/SOAR participant; David Farrell, Senior Staff Accountant; John Hale, Professor, Business and Applied Technologies; Emily Halpin, Purchasing and Administrative Support Specialist, Information Technology; Natalie Johnson, Associate Dean, Regional Locations; Tina Jones, Staff Accountant; Michael Key, Assistant Director of Retention Services/SOAR participant; Michael Lander, Assistant Professor, Business and Applied Technologies/Faculty Senate President; 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; Elecia Spain, Assistant Dean, Access and Retention Services; Amy Sues, Dean, Institutional Effectiveness, Planning, Assessment, and Accreditation; Jamie Teeple, Assistant Dean of Arts and Sciences; 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

Associate Dean of Regional Locations Natalie Johnson and Vice President of Student Affairs Dr. Dawayne Kirkman introduced April Williams a Licensed Practical Nursing (LPN) student who is also in the Chemical

Dependency Certificate Program, a work study, and a Student Senator. Ms. Williams is a 53-year-old married mother of four and a grandmother of five who has been a student since 2020. She noted that it has been such an amazing journey and a somewhat spiritual journey for her, and she gave God glory for it. Originally she wanted to start as a Registered Nursing (RN) student, but as time went on, she got paired up with the right people and ended up in the LPN Program. As a work study, Ms. Williams started out in administration and is now in the testing area; she feels that her journey started doing outreach in administration and continues to this day in testing; people's expressions of appreciation for her reminder calls or just taking the time to listen to them is most rewarding to her. Ms. Williams thanked the Board for the opportunity to speak with them.

\*Ms. Johnson and Ms. Williams exited the meeting at 6:35 p.m.

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

Board Chair Ball reminded everyone about the Statewide Trustees Conference in Columbus on Wednesday, June 5.

### **Report of the President**

President Blondin reported that Doug Schantz will be escorting the Board to the Statewide Trustees Conference as President Blondin will be unable to attend. She asked Trustees to let Mellanie Toles know if they would like to attend, as she will handle the registration. She then deferred to Student, Staff and Faculty Senates for updates.

Student Senator Sean Allen provided an overview of the graduation and professional fairs held at the Greene Center and Leffel Lane. Student Senate elections are underway and will end May 3. The Fresh Check Day, which included having baby goats on campus, was a huge success. Upcoming events include Mental Health Awareness and having Kona Ice on campus.

Staff Senate President Petra Deason reported meeting with Faculty Senate to discuss shared governance and how to collaborate with each other in the future. She also shared a list of perks with President Blondin that Senate would like to offer employees throughout the year, which included paying part-time staff for unscheduled emergency closings, as they do not want people working fewer hours to be penalized. Elections are being held for next year's Senate. Senators are working on Strategic Plan Goal 3 section 2 as well as and 4.1 to develop and expand programs and experiences and develop and share communications of college-wide procedures and practices.

Faculty Senate President Mike Lander reported that the bulk of the Senate's work is related to Strategic Plan Goal 4, developing and sharing communication strategies. He thanked Dr. Forgette for her involvement and leadership as well as President Blondin for stepping in to move things forward in shared governance. He noted that although the Compensation Task Force got off to a rocky start, it has been a good journey in terms of developing shared governance. There are still a couple of steps remaining to finalize recommendations, but Senators have seen a positive outcome, and moral is much better; they are optimistic going in to next year. Faculty Senate met with Staff Senate leadership to sustain each other and improve communications in the future. Senators are working on an assessment update but are not sure if it will be in place at the start of next year. The Watermark system is up and running now. Monnica Gavin has taken leadership of the Faculty Qualifications Task Force, and Senate hopes to have recommendations in the near future. The Academic Integrity Policy is being adjusted to include artificial intelligence and guidance is being sought from faculty as it involves the classroom.

President Blondin reported the following:

- The FAFSA rollout is not impacting community colleges as much this year, and a letter from Miguel Cardona, Ed.D. was distributed to Trustees.
- Title IX rules have changed to include additional protections for pregnant students, LGBTQ students, etc. Colleges have three months to incorporate the changes.
- New SOAR participants are being selected for 2024-2025.
- She is currently serving on the OACC Presidential Search Committee; interviews will begin next Friday.
- Clark State was voted number one in the country for the way we serve our military and their spouses.
- A great meeting was held with Wittenberg yesterday. We are investigating an opportunity to share an educational faculty member. She noted that we have a good relationship with their Accounting and Theatre departments as well.
- She enjoyed The Princess Bride.

### **Approval of Minutes**

Chair Ball asked for a motion to approve the minutes of the Regular Board Meeting held on March 19, 2024. Trustee McDorman made a motion to approve the minutes as written; Trustee Noonan seconded, and the motion passed unanimously.

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

The Board Finance and Facilities Committee met on Wednesday, April 10, 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: Andy Bell, Committee Co-Chair; Mitch Hurst, Committee Co-Chair; Trustee Members Sharon Evans, Peg Noonan, Becca 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; Dr. Dawayne Kirkman, Vice President, Student Affairs; Toni Overholser, Vice President, Advancement and Outreach; Kathy Nelson, Controller; and Susan Kelly, Recorder

- Call to Order
- Roll Call
- Approval of March 8, 2024, Meeting Minutes - ACTION
- Quarterly Financial Report – Schantz
- Quarterly Greene Center/REACH/Ohio Hi-Point/PAC/HBC Financials – Schantz
- FY25 Budget Process and Assumptions Update – Schantz
- Faculty Compensation Committee Proposal Update – Dr. Forgette and Schantz
- Capital and Community Projects Update (Rhodes Hall, GISA, Fire Station/Academy) – Schantz
- Potential for Future Community Partnerships Discussion – Dr. Blondin and Schantz
- Legislative Update – Dr. Blondin
- Employee Health Insurance Renewal - ACTION
- Open Discussion/Other Business
- Next Meeting – Friday, May 10, 2024 – 8:00 a.m., TLC 113/Virtually via Zoom

### **Quarterly Financial Reports**

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

## 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 and Spring semester activity through March 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 Summer enrollment.

Workforce Non-Credit Training revenue is currently below budget; it is anticipated to gain some traction as the year progresses, but not fully recover.

Performing Arts Center (PAC) ticket revenue and PAC/Hollenbeck Bayley Creative Arts and Conference Center (HBC) Rental revenue is currently below budget. Tickets continue to be sold for several shows scheduled for April and May.

Total revenue is up \$664,700 (2.7%) 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 \$886,800 (4.3%) over last year. Occupancy and Supply expenses are higher this time of year due to early spending for IT software and contracts, insurance and instructional supplies. By function, these affect Instruction, Operation/Maintenance of Plant, and General Expenses.

## Auxiliary Enterprises

Bookstore – Revenue is below budget for this time of year. 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 increased by \$1.9 million (9.9%) compared to the third quarter of FY 2023. This increase is a result of changes in Receivables and Cash due to timing of draws for restricted funds.

The Total Investment in Plant fund balance has increased \$542,800 (1.0%) 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, the door project with HEERF funding, 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 distributed to Trustees prior to the meeting.

#### Statement of Reserve Activity

Total ending balance for the quarter was \$9,652,162. 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.

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

#### *Greene Center, REACH and Ohio Hi-Point*

The Greene Center, REACH and Ohio Hi-Point reports were originally created to show the revenue and expenses related to their respective location. Most expenses are tracked separately, but the revenue is not. Reports reflect financials through March 31, 2024.

#### Revenue:

Budget for State Share of Instruction (SSI), in conjunction with Student Tuition, for each location has been calculated based on needed revenue for each location to cover expenses for fiscal year 2024. SSI and enrollment are calculated based on the actual distribution of revenue from fiscal year (FY) 2023. In FY23, for every \$1 Clark State received in tuition, we received \$1.29 in SSI payments. This equates to percentage split in total revenue of 56% SSI and 44% credit hours.

The actuals for SSI are calculated at 1.29 times the amount of student tuition received for each location. Actual Student Tuition is based on actual in-person credit hours reported from Institutional Research and multiplied by \$175.33 per credit hour for traditional students and \$41.67 per credit hour for high school students.

#### Expenditures:

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

#### *Performing Arts Center and Hollenbeck Bayley Center*

In an effort to raise awareness on the financial operations of the Performing Arts Center (PAC) and the Hollenbeck Bayley Conference Center (HBC), quarterly financial reports will be provided to the Finance and

Facilities Committee of the Board. In addition, the leadership team at the PAC/HBC has implemented a multi-year plan to better align program revenue with operating expenses. Progress on that endeavor will be reflected in the quarterly reports.

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

### General Manager's Update - Dan Hunt

- The Princess Bride with Carey Elwes was postponed to Sunday, April 21; A total of 1,171 tickets are sold, including all of the 200 VIP tickets.
- The PAC hosted two events recently with new and diverse audiences. Video Games Live saw a much younger “gamer” audience for the Springfield Symphony Orchestra (SSO). Puppy Pals Live!, presented by the Springfield Arts Council (SAC), brought a large family audience.
- The Theatre Arts Program (TAP) production of SpongeBob SquarePants the musical has been rehearsing and loading in their set, lights, and sound for their coming performances in the Kuss Auditorium.
- Commencement meetings are happening every other week.
- Engagement inquiries are going out to artists and shows for the PAC 2024-2025 presenting series.
- The Kuss Memorial Concert returns in May featuring the Gary Geis Dance Studio; this is a free concert funded by the Barbara Deer-Kuss Endowment established through the Clark State Foundation.

### Ticket Sales and Events Summary:

#### *Past Event Tickets Sales:*

- SSO - Video Games (3/2) – 1,212
- SAC - Puppy Pals (3/16) – 760

#### *Upcoming Events Ticket Sales (as of 3/28/2024)*

- The Princess Bride (4/21) – 1,171 (All 200 VIP tickets are sold.)
- TAP - SpongeBob SquarePants – (4/6) 139, (4/6) 161, (4/7) 294
- SSO with Dayton Contemporary Dance Company (4/13) – 386
- The Greatest Piano Men (4/19) – 471
- Kuss Memorial Concert with Gary Geis (5/4) – 563
- SSO with Bela Fleck (5/18) – 550
- Shrek (5/22) – 236

#### *PAC Rentals (no ticket sales)*

- A Perfect Blendship (4/9) – 150 people in the Turner Studio Theatre
- Clark State Scholars Induction Ceremony (4/24) – 800 people
- Groove Regional Dance Competition (4/26-4/28) – 2,400 people
- Clark State LPN Pinning (5/11) – 600 people
- Clark State RN Pinning (5/12) – 600 people
- Clark State Graduation (5/13) – 1,200 people at each ceremony
- Aaron Clark Video Shooting in Turner Studio (5/19) – 100 people
- STEM Graduation (5/28) – 1,200 people

## HBC Venue Rental Events:

### *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 Witness (3/24) – 400 people

### *April*

- Rotary every Monday (4/1, 4/15, 4/22, 4/29) – 75 people
- The Gathering (4/4) – 400 people
- Greater Springfield Partnership: 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 people filter through
- Clark State Strategic Planning Day (4/19) – 300 people
- Greenon Prom (4/20) – 200 people
- Child Advocacy Center (4/24) – 200 people
- Aldinger/Clark Wedding (4/27) – 200 people

### *May*

- Rotary on Mondays (5/6, 5/13, 5/20) – 75 people
- Student Recognition Dinner (5/1) – 200 people
- Kenton Ridge Prom (5/4) – 250 people
- GEMS Career Day (5/6) – 200 people
- Women's Partnership Luncheon (5/7) – 300 people
- Junior Achievement (5/8) – 300 people
- Greater Springfield Partnership 8<sup>th</sup> Grade Career Fair (5/9) – 1,200 people filter through
- Clark State Graduation Luncheon (5/11) – 300 people
- 178<sup>th</sup> Wing (5/16 thru 5/18) – 300 people over two days
- Springfield High School Senior Night (5/16) – 100 people
- Distinguished Men of Dayton (5/25) – 300 people

## **Higher Education Trends**

The Higher Learning Commission provides a yearly list of trends at each annual conference, reflecting the ecosystem and issues impacting postsecondary education. In 2024, the climate at our nation's colleges and universities is filled with exponential change, amazing opportunities, and many challenges. The emerging trends include the following:

- Artificial Intelligence (AI) – Promises, Opportunities, and Threats
- Teaching, Learning and Enrollment Paradigm Shifts

- Outcomes and Accountability for Programs and Institutions
- Financial Challenges and Opportunities Across All Sectors
- New Business Models Emerging for Innovation and Sustainability
- Exponential Growth of Short-Term Credentials and New Providers
- Politicization of Higher Education, Increased External Interventions
- Speaking Out: Conflicting Voices, Civility and Safety on Campuses
- Mental Health Challenges Continue – Impact and Oversight
- Talent Management and Succession Planning: Colleges Need to Be Ready for Turnover at All Levels
- The Important Role of Leadership: Challenges and Continuity
- Accreditation and the Influence of the Triad

President Blondin stated Mellanie Toles will be sending out a survey to the Trustees to rank their top five, as recommended by the Higher Learning Commission.

### **Faculty Compensation Committee Proposal Update**

Over the course of this academic year, the Faculty Compensation Task Force has worked with the Vice President of Academic Affairs (VPAA) and the Director of Human Resources to develop a compensation plan for faculty that would address a variety of topics, including faculty salaries and stipends for course shell maintenance.

The goals of the Task Force included:

- Establishing a competitive base salary
- Providing a differential for faculty rank
- Considering rank and years of service
- Addressing issues of compression and inequity
- Eliminating course shell maintenance stipends

The Task Force was successful in developing a plan that met these objectives in a way in which no faculty member lost compensation based on their current salary and their course maintenance stipends from 2022/2023. It recommended a base salary of \$50,000 per year and created a scale that provides a 2% increase for years of service at the Instructor and Assistant Professor Levels, a 1.5% increase at the Associate Professor rank, and a 1% increase for full Professors. More specifically, a faculty member's new salary is determined in the following way:

- Current salary plus last year's Blackboard maintenance stipend, if any
- This sum is compared with placement on the faculty salary scale based on rank and years of service.
- If that sum is larger than their placement based on the table, that is their new base salary.
- If their current salary plus last year's Blackboard stipend is equal to or lower than their placement on the table, the new base salary is based on the table.

The academic deans will meet with the faculty members in their areas and include a member of the Task Force to share each faculty member's new salary and answer questions about placement. Special circumstances or unresolved questions will be referred to the VPAA for resolution. The deans will also meet with the 12-month faculty in their area to share their new salary placement, which is also based on the same goals.



The relevant Board policy was revised to focus on faculty responsibilities and course definitions and eliminates specific guidance related to course design. These aspects are reflected in new procedures. These procedures no longer include provision for course shell maintenance stipends for regular faculty. In the meantime, both the policy and procedures have been approved by Faculty Senate and its relevant committees. The Task Force recommendations were endorsed by the Faculty Assembly on April 1, 2024.

The new model provides for greater parity among faculty with similar years of experience and eliminates current discrepancies.

This report is provided for information only but will be presented to the Board for action at its May 2024 meeting.

July 1, 2024 is the proposed start date, effecting contracts for the FY 24-25 year. This expense is already baked into the budget.

### **Trend Analysis – State Share of Instruction (SSI) Funding Distribution**

A document detailing the changes in funding by State Share of Instruction (SSI) Component for Clark State for FY23 to FY24, as well as the four-year change from FY21 to FY24, was distributed to Trustees prior to the meeting. Overall, Clark State increased funding by 4.1% (\$640,961) since FY 2021. Over the four-year period, Clark State has seen funding increases in the areas of course completions, success points, and completion milestones and our overall funding has outperformed the system average.

SSI increased by 0.3% (\$43,836) since FY 2023. The biggest dollar increase since FY 2023 was in Associates Total, and the largest dollar increase as compared to FY 2021 was in the Gateway English Success subcomponent. The largest decrease was in completed FTE.

As we have discussed, our FTE has gone down, but we have maintained an increase in our SSI money awarded. Because this is performance-based funding, Clark State is compared to the overall system changes during the same time periods. This means that funding is based on outcome metrics as compared to other institutions. If our metrics improve, but not as much as other institutions, we are disadvantaged in the formula. Likewise, we can see a decline in outcomes, but if our metrics decline less than other institutions, we can still see increases in SSI. This is some of what we see in this year's report.

We received the initial report for projected FY24 funding based on completions and success points. Unfortunately, this report suggests that Clark State will be down approximately \$137, 283 or -.85%. We are taking a close look at this data and identifying areas where we can impact these numbers in coming years. Although enrollment has been increasing, our previous declines are still a factor, and we have relative losses in key program areas, such as Nursing. We have already taken steps to address this; for example, Nursing will admit 200 students from Summer to Fall, a significant increase. We will continue to monitor our metrics and improve our outcomes. Funding will depend on our gains relative to those of other institutions. We will bring additional information to the Board as it becomes available.

In addition, we have active initiatives through our Strategic Plan, Completion Plan, and Strategic Enrollment Plan and expect to see further growth in enrollment as a result. Through our participation in Achieving the Dream and Complete College America, we are implementing changes that will continue to feed our success and completion metrics. For example, the new student success course and the co-requisite support in college-level English and Math should lead to better outcomes and also improve our credit momentum metrics.

We have laid a foundation over the last several years that we expect to benefit our students and our funding in the long term. A Clark State Student Success team meets every two weeks to look at ways to collaborate and improve our Completion metrics.

Clark State will be able to award a certificate for general education completion, which was approved yesterday by the Curriculum Council. This will help us this Fall and Spring. Also working on a number of projects which will contribute to a hopeful increase moving forward. Do we expect the changes we are making to change our SSI funding? We are on a three-year average so a change would be reflected next year. Have an Ohio Association of Community Colleges (OACC) meeting Thursday and President Blondin will ask what it means for us moving forward in FY2026. Believes the money will go to Youngstown State. Can we ask why Youngstown State was given those students and why we were not given the opportunity to help. Fair question. Continue to add Eastern Gateway students at Clark State. Ohio Revised Code states that in order to get funding you have to have students. Paying off debt is understandable. Does the general education completion certificate have value to the student? The student will be able to transfer to any Ohio school. Other colleges have started this and have been gaining in their share of SSI. Trying to keep up and stay competitive. Enrollment is currently up.

### **Aspire FY23 Desk Review**

Aspire: A grant-operated program that provides free classes to students who are looking to prepare for their High School Equivalency test (General Education Diploma or HiSET) or improve their English skills in order to prepare for increased employment opportunities or an adult certificate training program, leading them to better job offerings. Classes are held daily, with students receiving in-person and virtual instruction over a 13-week course.

Desk Review: In the 2023 Fiscal Year, Clark State's Aspire program served 189 students. They increased the number of students attaining a measurable skill gain to 47%, which exceeded the state performance target of 43% and is a significant increase from 29% in FY22 and 6% in FY21. In FY23, student persistence and retention also increased. While the net enrollment target decreased from 94% to 84%, the target was increased from 180 to 225 students served. Nineteen Aspire students obtained their secondary credential compared to three in FY22. Lastly, the Aspire program increased their progress-test rate from 32% in FY22 to 55% in FY23.

Aspire Program Updates: Beginning in April 2024, the program will have a total of four High School Equivalency classes and twelve English for Speakers of Other Languages (ESOL) classes after adding four ESOL classes as a result of funding approved in a supplemental funding request. Additionally, the program has recently added a full-time, 10-month position. The Orientation and Career Pathways Coordinator will be the entry and exit point for all students in the program, assisting with career search and community business connections. The program is currently in search of a Project Director to manage the program.

Aspire Recognition: The Aspire Recognition will be held on Wednesday, May 29, at 10:00 a.m. in the LRC Community Rooms 207/209. The theme is, "It's Never Too Late." Students who have made measurable skill gains throughout the current academic year will be recognized. Additionally, the program will be celebrating several students who have earned their GED credential or have completed the highest level of our ESOL program. More concrete numbers are forthcoming. The team is grateful that President Blondin has agreed to offer some words of encouragement for the graduates as well as those who will continue in the program.

## **Esports**

Esports became the sixth collegiate team at Clark State for the 2023-2024 academic year. In Fall 2023, open houses were held in the Esports Gaming Arena, ASC 104, along with intentional marketing to build awareness and create excitement around the new athletic team. Rob Gast was hired as the Esports Head Coach in December 2023. In Spring 2024, Clark State's first Esports team was formed with a roster of six student athletes. On Friday, March 29, the first Call of Duty Warzone match was played, with another match scheduled for Friday, April 5. Clark State Esports participates in the National Junior College Athletic Association Esports (NJCAA).

## **Marketing Update**

### Research

- New Marketing Director Erika Daggett is spending the remainder of the academic year observing, researching and gathering information so that a strategic marketing plan can be created and appropriately implemented with the correct supports. In doing so, she has met individually with all of Executive Council, as well as group meetings with Deans and departments. These will be on-going. We are looking at a simple community survey next to gather more information regarding the Clark State brand. The hope is that priority projects and themes will begin to emerge to help focus our work. A two-part marketing retreat is being scheduled for May, with a follow-up in June, to create the strategic marketing plan for presentation and implementation in the new academic year. Additional research is occurring in the way of statistical analysis, such as search engine optimization (SEO), web backend, social media analytics, marketing material purchases, etc., and review and determination of marketing processes and procedures (marketing materials, sponsorships, project requests, attire, logo usage, Associated Press Style, etc.).

### Staff

- We are currently interviewing contracted writers to support the team.

### Advertising

- As part of creating a base line for a strategic marketing plan, work has begun in reevaluating our advertising methods. So far, meetings have been held with Ohio Trucking Association, Spectrum and Dayton Business Journal. The focus has been on advertising opportunities, as well as analyzing the audiences and past campaigns of each media outlet to ensure we are hitting our target and obtaining a return on investments. Campaigns were previously scheduled through the end of the year, allowing time for us to now analyze and benchmark as we create a 2024-25 ad strategy. By the end of April, meetings will have occurred with iHeartRadio, Niche, National CineMedia, Alpha Media and Sinclair Broadcast Group.

### Web

- On April 16, Ms. Daggett will meet with DMA to align future web and messaging strategies. At this time, proposed SEO projects are on hold as we gather benchmarking data.

### Press Releases

- Media coverage archives have been started for historical purposes, as well as for benchmarking and measuring advertising. We have also begun releasing photos with every press release to help generate additional coverage. These are added to the website as well.

### Emergency Communication

- The recent closings of the campus appear to be unprecedented, but have also been educational so we can work to refine and better our emergency communication responses, processes and procedures.

### General Project Overviews

- In the past month, the marketing team has assisted in the following projects and programs: Greene County Workforce Summit, new faculty compensation model, Foundation, Haitian Task Force, new campus banners, Strategic Planning Day, Springfield Foundation Extraordinary Women, room dedications, Plaza Opening, and approximately 9 press releases.

The question was asked as to how our military discounts are communicated to Wright Patterson Air Force Base. It was noted that we have digital advertising at the bowling alley, billboards, etc. since we are restricted regarding how we can communicate with the military. Dr. Kirkman advised that there is a military event being held at the Greene Center on May 23, 2024.

## **Technology, Safety and Strategic Initiatives Update**

### Technology

- Working collaboratively with the Global Impact Stem Academy (GISA) and the City of Springfield, we are leveraging the City's fiber ring to provide access and redundancy to both the new GISA upper academy building on the Leffel Lane campus and the City's fire station on South Limestone. Both locations will use this ring and both will have direct access to our network, as needed, to ensure seamless integration and access with these strong partners.
- Using a series of different data sources, we are looking for efficiencies in desktop/laptop computer and lab usage. We want to make sure our computers and labs meet all academic programming needs while investing in equipment and locations based on actual usage. As programs evolve, we want to improve our ability to support them creatively with fixed, mobile, or virtual computing.
- We continue to look for areas of consolidation and duplication within our software catalog. In order to best use the financial resources, we are looking for ways to meet all needs while not duplicating efforts, ensuring best pricing, and contracts that benefit the College.

### 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. We did not come away with the award, but it is important to recognize the outstanding safety and risk-focused culture at the College. It is a pleasure to work with students and employees that support a strong culture of safety and a willingness to participate and engage in drills, exercises, and committees.
- Planned tornado drills took place at all campus locations on April 10<sup>th</sup>. Drills took place once in the early afternoon and once in the evening. Drills are an important component of our safety plan not only to ensure that students, faculty, and staff are aware of what to do but also to test our emergency notification systems. Everything went according to plan, and things worked well. We were able to identify small areas of improvement in our system triggers, which were implemented and tested at the evening event.
- We have a scheduled tabletop exercise on Tuesday, April 23 which will guide us through a detailed emergency scenario to further help us identify areas of strengths and opportunities for future growth.

### Strategic Initiatives

- Over 230 faculty, staff, Trustees and Foundation Board members will be in attendance at the 2024 Clark State Strategic Planning Day, which continues to build on the theme “I am...” The day will host a diverse variety of learning and engagement opportunities with four conference-style sessions before lunch followed by group discussions in the afternoon led by Complete College America.

President Blondin announced that Dr. Franz will focus on Artificial Intelligence (AI) in the future and that Dr. Kirkman will be overseeing the Strategic Plan.

### **Advancement and Outreach Updates**

#### Foundation

- We have hired our new Director of Donor Engagement, Toni Abernathy-Landrum. Toni has worked at Clark State as the High School Liaison for our ARCTOS project, has previous fundraising experience, and is passionate about our students and their success. We are excited to have her on the Foundation team.
- Tracy Yates and a group of dedicated volunteers held the second annual Matthew Yates Memorial Basketball Tournament on April 6<sup>th</sup>. The event raised over \$27,000 for the Matthew Yates Memorial Scholarship at Clark State, which supports students in criminal justice and mental health programs.
- The Foundation has raised over \$500,000 in the first three quarters of fiscal year 2024. This is an increase of 68% over the year-to-date total for this time last year and is a five-year record high total.

#### Grants

- Clark State has received \$ 5,068,896.00 in grant funding so far for this fiscal year. This is the result of several large projects including \$1,300,000 for ARCTOS Laser Material Processing, Phase 2, and \$1,074,831.00 for Modeling and Simulation.

#### Outreach

- Project Jericho has submitted a response to Clark County DJFS's request for proposals for Children Services that would provide funding for the next two fiscal years; this is Project Jericho's primary funding source.
- Mark your calendars for two upcoming events in May: Open Studio and Studio Vibes Showcase on Monday, May 13, and Photography Show at Stella Bleu Bistro on Thursday, May 23.
- The Scholars Program induction ceremony will be Wednesday, April 24, at 6:30 at the Performing Arts Center. This is a very special event for our students and our supporters, and all Trustees are invited to attend. We have hired our new Youth Program Coordinator, Breann Baugh, who is completing her 4th grade teaching position in London, OH, and will join our team at the end of May. We are excited to have her join the team.
- College for Kids and Teens registration is now open at <https://www.clarkstate.edu/academics/youth-outreach-programs/college-for-kids-and-teens/>. Scholarships are available for those that need financial assistance.

#### Workforce Development

- Clark State hosted the Greene County Workforce Development Summit on Tuesday, April 2. Despite severe weather causing a shortened schedule, the event was a complete success as evidenced by the five-star ratings from all who completed the satisfaction survey. Several attendees emailed to say it

was the most valuable workforce event they have attended in the region. Planning is underway for our Clark County Workforce Summit, which will be held in May.

- The Workforce team continues to hold ESL classes partnering with Ohio Job and Family Services, Clark County. We are encouraging the attendees to take short-term training for in-demand jobs, enroll in the CDL program, or become students pursuing degrees at Clark State. So far one ESL student is enrolled in, and doing well in, the current CDL class.
- The Workforce team is working closely with Academic Affairs to develop a consistent schedule for manufacturing and STNA training. We are also collaborating to develop insurance training supporting local industry needs.

Vice President Overholser reminded Trustees about the room dedication for Chief Roger Evans on April 24, 2024.

### **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 Hire:

- Breann Baugh, Scholars and Youth Programs Coordinator, Advancement/Foundation, effective 5/28/24

#### Personnel Changes:

- Toni Abernathy-Landrum, from High School Liaison, ARCTOS, Business and Applied Technologies, to Director, Donor Engagement, Advancement, effective 4/8/24
- Robin Littell, from Lead Instructor, Aspire Programs, to Aspire Orientation and Career Pathways Coordinator, Student Affairs, effective 4/15/24
- April Smith, from part-time Instructor, Aspire Programs, to Lead Instructor, Aspire Programs, Student Affairs, effective 4/15/24

#### Retirements/Resignations/Departures:

- Diana Routzahn, Retail Associate, Bookstore, Business Affairs, effective 6/1/24

#### Open/Advertised Positions:

- Academic Progress Coordinator, Student Affairs
- Administrative Support, Arts and Sciences and Business and Applied Technologies
- Executive Director, National Advanced Mobility Center of Excellence
- Project Director, Aspire Programs
- Project Director, Modeling and Simulation Program
- Retail and Customer Service Specialist, Bookstore, Business Affairs
- Strategic Program Coordinator, ARCTOS Project

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 recommendations for instructional faculty are being presented to the Board of Trustees for formal approval:

#### New Hire:

- Richard Fleming, Associate Professor and Program Coordinator, Computer Software Development, Academic Affairs, effective 7/8/24

#### Retirements/Resignations/Departures:

- Brielle Ward, Assistant Professor, Health, Human and Public Services, effective 8/8/24

#### Open/Advertised Positions:

- Instructional Faculty, Biology
- Instructional Faculty, Early Childhood Education
- Instructional Faculty, English
- Instructional Faculty, Practical Nursing
- 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.

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

### **Employee Health Insurance Renewal**

As part of Clark State’s compensation/benefit package, the College provides health insurance to eligible employees. In an effort to maximize and leverage a more balanced approach to annual premium increases, Clark State joined the HORAN HEALTH consortium in 2020. HEALTH (Higher Education Action Liaison Targeting Healthcare) is a health benefits consortium designed to meet the needs of Ohio public colleges and universities. HORAN formed the HEALTH consortium to bring together a group of Ohio public colleges to represent their collective size and like-mindedness in a manner that promotes short and long-term stability for all participating members as it relates to absorbing fluctuations in claims that impact premium renewal rates. Current participating members include: Clark State College, Cincinnati State, Edison State, Shawnee State, and Southern State.

Based upon the current health insurance renewal process for FY25, the increase to Clark State’s annual premium base will be 12.8% (\$3,565,854 to \$4,022,285).

	<b>Adjusted Loss Ratio</b>	<b>Cost Change by Entity</b>	<b>4-Year HEALTH Average</b>
<b>Cincinnati State</b>	82%	8.8%	6.5%
<b>Clark State</b>	<b>91%</b>	<b>12.8%</b>	<b>10.0%</b>
<b>Edison State</b>	89%	12.2%	4.4%
<b>Shawnee State</b>	73%	3.9%	4.3%
<b>Southern State</b>	56%	1.3%	3.7%
<b>Total HEALTH</b>	80%	8.0%	6.3%

The recommendation to the Board is that the College absorb the first 6% (\$215,000) of the 12.8% premium base increase in the FY25 operating budget.

Impact on students and/or student learning: The cost of these benefits shall not adversely impact funding allocated to instruction, academic support, and student service departments.

Alignment with Strategic Plan: Providing quality health care choices aligns with Strategic Goal 3 by supporting our employees through a culture of holistic care for them and their families.

Implications for budget, personnel, or other resources: The expense associated with Clark State absorbing the first 6% of the premium base increase will be reflected in the FY25 budget that is presented to the Board for approval in June.

It was requested that the Board of Trustees approve the recommendation to absorb the first 6% of the 12.8% health insurance premium base increase in the FY25 operating budget.

***Trustee Hall made a motion to approve the recommendation to absorb the first 6% of the 12.8% health insurance premium base increase in the FY25 operating budget; Trustee Noonan seconded, and the motion passed unanimously. Chair Ball abstained.***



## **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 that holds the rank of Professor may be granted a five-year contract if specific circumstances are met. Some of those circumstances may include: 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 evaluation system, instructional needs, and other performance measures to the Vice President of Academic Affairs who recommends as appropriate to the President.			
<b>RECOMMENDATIONS FOR CONTRACT RENEWALS INSTRUCTIONAL FACULTY AUGUST 2024-2025</b>			
<b>Name</b>	<b>Year Employed</b>	<b>Contract Eligibility</b>	<b>Contract Recommendation</b>
Ball, Megan	2023	1 Year	1 Year
Bin-Tarik, Farhan	2022	1 Year	1 Year
Bobbitt, Ciara	2023	1 Year	1 Year
Brown, Brandi	2020	1 Year	1 Year
Brown, Jayna	2019	2 Year	2 Year
Buck, Courtney	2023	1 Year	1 Year
Cass, Katherine	2020	1 Year	1 Year
Center, Becky	2022	1 Year	1 Year
Cogdill, Michael	2020	1 Year	1 Year
Coomes, Brittany	2022	1 Year	1 Year
Curry, Haley	2023	1 Year	1 Year
Cusimano, Julia	2018	2 Year	2 Year
Dinsmore, Teri	2004	5 Year	5 Year
Drake, Arly	2019	2 Year	2 Year
Edwards, Emily	2021	1 Year	1 Year
Fetter, Lori	2021	1 Year	1 Year
Foster, Allison	2024	1 Year	1 Year
Gavin, Monnica	2017	2 Year	2 Year
Geist, Lynn	2019	2 Year	2 Year
Gorbunova, Tatiana	2021	1 Year	1 Year
Graham, Katlyn	2023	1 Year	1 Year
Hagenbuch, Sarah	2016	2 Year	2 Year
Harris, Rebecca	2024	1 Year	1 Year
Hess, Stuart	2023	1 Year	1 Year
Horne, Alexandria	2020	2 Year	2 Year
Ingram, Bridget	1999	5 Year	5 Year
Klint, Matthew	2022	1 Year	1 Year

Name	Year Employed	Contract Eligibility	Contract Recommendation
Lipp, Mollie	2023	1 Year	1 Year
Longkumer, Senti	2020	1 Year	1 Year
Marple, Derrick	2023	1 Year	1 Year
Mohler, Melinda	2013	5 Year	5 Year
Nicewaner, Sarah	2021	1 Year	1 Year
Olajide, Patience	2020	1 Year	1 Year
Osborne, Katina	2023	1 Year	1 Year
Padgett-Angle, Debra	2017	2 Year	2 Year
Platfoot, Megan	2021	1 Year	1 Year
Powell, Ruthanna	2021	1 Year	1 Year
Richard, Jason	2021	1 Year	1 Year
Rudd, Debora	2023	1 Year	1 year
Schlater, Christine	2023	1 Year	1 Year
Schmall, Nicholas	2020	2 Year	2 Year
Scott, Dana	2023	1 Year	1 Year
Shaffer, Anthony	2024	1 Year	1 Year
Sheehan, Lisa	2020	1 Year	1 Year
Siriphokha, Chan	2016	3 Year	3 Year
Slavens, Jesse	2020	2 Year	2 Year
Thatcher, Deanne	2021	1 Year	1 Year
Welty, Daniel	2021	1 Year	1 Year
Van Overstraeten, Alisa	2020	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.

Alignment with Strategic Plan: This connects to Goal 2 of the Strategic Plan: Improve enrollment, student success, retention and completion.

Implications for budget, personnel, or other resources: The proposed 2024-2025 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.

***Trustee Hall made a motion to approve the personnel actions presented on the above Contract Renewal Recommendations for Instructional Faculty, and Trustee Rowland-Buckley seconded. The motion passed unanimously.***

### **Faculty Promotions**

The promotion process for faculty begins in the fall of each year. After working a specified number of years in a rank, a faculty member is eligible to apply for the next higher rank. (The promotion criteria were distributed to Trustees prior to the meeting.)

To be considered for promotion in rank, the eligible faculty member must submit a curriculum vitae and an application letter summarizing how they meet the criteria. This letter initiates the promotion review process. Once an application is received the Human Resources Office provides the following information as part of the application packet: Copies of Student Evaluation of Instruction scores, Year-End Activity Reports, and Administrative Evaluations.

The dean reviews the information and provides a recommendation and forwards the promotion packet to the Promotion Committee. The Promotion Committee considers each application and makes a recommendation to the Vice President of Academic Affairs.

After consideration by the Faculty Promotion Committee, the Vice President of Academic Affairs reviews the application materials and recommendations for each candidate and makes a promotion recommendation to President Blondin.

The following faculty are recommended for promotion this year:

<b>Professor</b>	<b>Associate Professor</b>	<b>Assistant Professor</b>
Monnica Gavin	Jessica Adams	Kristen Bancroft
	Debra Padgett-Angle	Katherine Cass
	Michael Lander	Alexandria Horne
	Patience Olajide	Angela Miller
	Lisa Sheehan	Angela Reese
		Deanne Thatcher
		Karalen Witt

Impact on students and/or student learning: The faculty promotion process is important for the recognition and advancement of the faculty. A quality faculty is critical to successful teaching and student learning at the institution.

Alignment with Strategic Plan: This connects to Goal 2 of the Strategic Plan: Improve enrollment, student success, retention and completion.

Implications for budget, personnel, or other resources: The proposed 2024-2025 budget already takes into consideration promotions in rank.

It was requested that the Board of Trustees approve the personnel actions outlined in the recommendations for promotion in rank.

***Trustee Hall made a motion to approve the personnel actions outlined in the recommendations for promotion in rank, and Trustee Rowland-Buckley seconded. The motion passed unanimously.***

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

For the past few months, students who have or will meet all of the institutional qualifications for graduation for Fall 2023, Spring 2024, and Summer 2024 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 2024 Commencement.

<b>Degree Type</b>	<b>Number Awarded</b>
Bachelor of Applied Science	15
Associate of Arts Transfer	34
Associate of Science Transfer	110
Associate of Applied Business	104
Associate of Applied Science	213
Associate of Technical Studies	0
<b>TOTAL Degrees</b>	<b>476</b>
<b>Certificates</b>	<b>60</b>

<b>Honors</b>	<b>Bachelor Degrees</b>	<b>Associate Degrees</b>	<b>Certificates</b>
4.0 GPA	0	32	3
3.5+ GPA	5	140	5

<b>Diversity</b>	<b>Total</b>	<b>Female</b>	<b>Male</b>
<b>Bachelor Degrees</b>	<b>15</b>	<b>9</b>	<b>6</b>
Asian	0	0	0
Amer Ind/Alaska Native	0	0	0
Black/African-American	3	3	0
Hispanic	0	0	0
Hawaiian/Pacific Islander	0	0	0
White	12	6	6
Unknown	0	0	0
2+ Races	0	0	0
NonReg Alien/Foreign	0	0	0

<b>Diversity</b>	<b>Total</b>	<b>Female</b>	<b>Male</b>
<b>Associate Degrees</b>	<b>461</b>	<b>313</b>	<b>148</b>
Asian	6	2	4
Amer Ind/Alaska Native	4	2	2
Black/African-American	62	43	19
Hispanic	2	0	2
Hawaiian/Pacific Islander	1	1	0
White	343	239	104
Unknown	7	4	3
2+ Races	32	21	11
NonReg Alien/Foreign	4	1	3

<b>Diversity</b>	<b>Total</b>	<b>Female</b>	<b>Male</b>
<b>Certificates</b>	<b>60</b>	<b>56</b>	<b>4</b>
Asian	0	0	0
Amer Ind/Alaska Native	2	2	0
Black/African-American	10	10	0
Hispanic	1	1	0
Hawaiian/Pacific Islander	0	0	0
White	42	39	3
Unknown	2	1	1
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.

Alignment with Strategic Plan: This connects to Goal 2 of the Strategic Plan: Improve enrollment, student success, retention and completion.

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 authorize President Blondin to confer the appropriate degree/certificates for all Bachelor Degree, Associate Degree, and Certificate candidate who have or will meet all of the institution qualifications for graduation. It was seconded by Trustee Bell, and the motion passed unanimously.***

#### **Board Members' Open Forum**

No comments were made.

#### **Executive Session – President's Contract**

Trustee McDorman made a motion to exit the Regular Meeting and commence Executive Session at 7:34 p.m., and Trustee Vollrath seconded. The motion passed unanimously.

Trustee McDorman made a motion to exit Executive Session at 8:01 p.m., and Trustee Hurst seconded. The motion passed unanimously.

#### **Adjournment**

Trustee McDorman made a motion to adjourn the meeting, and Trustee Bell seconded. The motion passed unanimously, and the meeting adjourned at 8:02 p.m.