



## BOARD OF TRUSTEES REGULAR MEETING

Minutes  
June 25, 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, June 25, 2024. Board Chair David Ball presided and called the meeting to order at 6:21 p.m.

### **Roll Call**

*Present in Person:* 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

*Present Virtually:* Andy Bell

*Others Present in Person:* Dr. Adrienne Forgette, Vice President of Academic Affairs; Dr. Matt Franz, Senior Vice President of Technology, Safety and Strategic Initiatives; Dr. Dawayne Kirkman, Senior Vice President of Student Affairs, Enrollment Management and Regional Locations; Olivia Lemon\*, Student; 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:* Toni Abernathy-Landrum, Director of Donor Development; Karen Benton, Assistant Dean of Health, Human and Public Services/SOAR participant; Dr. Travis Binkley, Dean of Enrollment Services; Kierre Brown, Assistant Dean of Business and Applied Technologies; Sean Dodge, Institutional Research Analyst/SOAR participant/Staff Senate President-Elect; Dr. Scott Dolan, Dean of Health, Human and Public Services; Garrett Fisher, Director of Nursing Programs/SOAR participant; Stephanie Gaston, Coordinator, Office of Student Support; Naomi Louis, Dean of Arts and Sciences; Kathy Nelson, Controller; Kelly Neriani, Director of Institutional Research and Planning; Dr. Patience Olajide, Assistant Professor, Health, Human and Public Services; Charles Pankowski, guest; Megan Platfoot, Instructor and Program Director, Diagnostic Medical Sonography/SOAR participant; Elecia Spain, Assistant Dean, Access and Retention Services; Dr. Jamie Teeple, Assistant Dean of Arts and Sciences; Trish Voisard, Staff Accountant; Nina Wiley, Assistant Vice President of Student Affairs; April Williams, Student; 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 of interest were reported.

## **Student Success Story**

Nina Wiley, Assistant Vice President of Student Affairs, introduced Student Speaker Olivia Lemon, who graduated in May as a College Credit Plus (CCP) student and will continue her studies at Wright State University in the fall.

Ms. Lemon reported that she attended Shawnee High School and took her first CCP course in American History her sophomore year. After a knee injury ended her softball career, it motivated her to start working toward her new goal of graduating from Clark State at the same time she graduated from high school. Ms. Lemon's first interaction with her advisor left her feeling at ease, and she left the session with her full schedule planned out and ready for success. Her first online class was Psychology, and when she told her instructor she would be having surgery, she was assured that her time missed could be worked out; this was just one of the amazing interactions she had with her instructors. Ms. Lemon became involved with Phi Theta Kappa due to Assistant Vice President Wiley's heartwarming, positive and encouraging approach; she felt that she knew her as a person, not just a number. Involvement in Phi Theta Kappa helped her become part of the college community, and she looks forward to maintaining the relationships she has built here. Ms. Lemon noted that she is grateful for Clark State and the preparation it has given her for her future; she will be beginning her biological sciences studies as a junior and now plans to obtain her doctorate. Her brother and sister are now in their sophomore year at Shawnee, and they have signed up for CCP already. Ms. Lemon left a final message for students coming behind her: "Go to Clark State. They have top notch, supportive staff who will believe in you just like they believed in me."

Chair Ball thanked Ms. Lemon for sharing her story and wished her well at Wright State.

\*Ms. Lemon and Assistant Vice President Wiley exited the meeting at 6:32 p.m.

## **Report of the Board Chair**

Chair Ball:

- Reminded Trustees that information regarding the Association of Community College Trustees' Annual Leadership Congress has been provided to them and asked that they let Mellanie Toles know as soon as possible if they plan to attend.
- Reported that the Statewide Trustees Conference was very worthwhile, and he really enjoyed it. The Ohio Association of Community Colleges' (OACC) Governing Board meeting was held immediately afterward. He gave kudos to Dr. Blondin for jumping in to help OACC get back on track after key leaders departed the organization, even though it added another commitment to her plate. He reported that they now have a new CEO on board, and Laura Rittner has been elevated to Vice President of Operations and Student Success. This shows OACC's commitment to focus on students and student success to colleges who have not been active in OACC recently.

## **Report of the President**

President Blondin deferred to the Student and Staff Senates for updates. No Faculty Senate representatives attended the meeting.

Student Senate Vice President and Regional Campus representative April Williams reported that Student Senate is gearing up for the 2024-2025 year with a leadership workshop, training and teambuilding for officers, which aligns with Goal 1 of the Strategic Plan.

Incoming Staff Senate President Sean Dodge reported that Staff Senate met last week and discussed elected roles, which will be updated. The Staff Constitution will be reviewed during next academic year and regular Staff Assemblies will be held. Their work aligns with Goal 1 of the Strategic Plan.

President Blondin reported the following:

- The Workforce Summits held so far have gone well. She noted that the Clark County Workforce Summit agenda was distributed to them prior to the meeting, and she thanked Trustee McDorman for speaking at the event. A Champaign County Summit is in the works for late July/early August, and Logan County will soon follow.
- She served on the host committee and attended Senator Sherrod Brown's annual College Presidents Conference, noting that was probably the most interesting one she has attended. There was a workforce panel, and a lot of conversation regarding the Chips Act and mental health. While at the conference, she spent some time talking with new Ohio State University president Ted Carter regarding Addiction Studies and Agriculture. One of his strategies for growth is offering more online classes and enhancing the Ohio State brand at their regional locations that are co-located with community colleges. She is excited to work with President Carter and hopes it will be mutually rewarding for both colleges.
- She is very proud of Dr. Adam Parrillo, Diana Seaman, and Pam Ball for receiving SOCHE Excellence Awards, and she is proud of what SOCHE is doing; the organization has been totally transformed.
- A very moving book entitled *Where I'm From* produced by Lead Instructor of the Aspire Program Robin Littell and her students, was distributed to Trustees. A wonderful celebration recognizing the Aspire students was held in late May.
- The theme for Fall Convocation will be "Leading Learners." Dr. Keith Renshaw, Senior Associate Provost for Undergraduate Education at George Mason University in Washington, DC, wrote a great article on shared governance and will speak to the college community on that topic.
- She will travel to Chicago for her last Higher Learning Commission meeting as Board Chair tomorrow. She is looking forward to being a regular Board member again for the remainder of her term, which ends in 2026.
- She was excited to announce a huge turn around for our registered nursing program, which has achieved a 94% pass rate. She expressed appreciation to Garrett Fisher, Dr. Dolan, Karen Benton, and all of the nursing faculty for their excellent efforts.
- Clark State is working on a partnership with Central State University on creating a semiconductor and microelectronics center of excellence in downtown Springfield. Dr. Blondin and Horton Hobbs have been meeting about this for approximately six months, and she hopes the project is getting closer to receiving grant funding for this initiative.

### **Approval of Minutes**

Chair Ball asked for a motion to approve the minutes of the Regular Board Meeting held on May 21, 2024. Trustee Rowland-Buckley made a motion to approve the minutes as written; Vice Chair Evans 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 Tuesday, June 11, 2024, at 8:00 a.m. in the Sara T. Landess Technology and Learning Center Boardroom (TLC 113) and virtually via Zoom. Those present included: Andy Bell, Committee Co-Chair; Mitch Hurst, Committee Co-Chair; Board Chair Dave Ball; Trustee members Kyle Hall, Peg Noonan, Becka Rowland-Buckley; Dr. Blondin, President; Dr. Matt Franz, Senior Vice President, Technology, Safety and Strategic Initiatives; Dr. Dawayne Kirkman, Senior Vice

President, Student Affairs, Enrollment Management and Regional Locations; Doug Schantz, Executive Vice President for Finance, Facilities and Operations; Dr. Adrienne Forgette, Vice President, Academic Affairs; Toni Overholser, Vice President, Advancement; and Susan Kelly, Recorder

- Approval of May 10, 2024, Meeting Minutes - ACTION
- Financial Statements through May 2024 – Schantz
- Moody’s Credit Opinion and Bond Rating – Schantz
- Capital and Community Projects Update (Rhodes Hall/Applied Science Center, GISA, Fire Station/Academy) – Schantz
- Legislative Update – Dr. Blondin
- Adoption of FY 2024-2025 General Fund Budget – Schantz - ACTION
- Adoption of FY 2024-2025 Auxiliary Fund Budgets – Schantz - ACTION
- Open Discussion/Other Business
- Next Meeting – September 10, 2024 – 8:00 a.m. TLC Boardroom 113 / Virtually via Zoom

### **Financial Report through May 31, 2024**

A report reflecting Revenues and Expenses through May 31, 2024, was distributed to Trustees prior to the meeting. The following was noted:

State Share of Instruction (SSI) – The FY 2023 budget is based on course completion (50%), success points (25%) and completion milestones (25%).

Student tuition and fees revenue represents Fall, Spring and Summer semester activity. Revenue is lagging in comparison to budget. Enrollment initiatives persist in an effort to have a positive impact on final Summer enrollment.

Workforce Non-Credit Training revenue is currently below budget.

Performing Arts Center (PAC) ticket revenue and PAC/HBC Rental revenue is currently below budget.

Overall expenses are tracking below budget in most categories and serves as an offset to the reduced revenue.

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

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

#### General Manager’s Update - Dan Hunt

- We are researching options for the College’s event management/room scheduling software. The PAC and Conference Services uses it for event planning, contracts and invoicing, and our current system is

outdated. Clark State staff attended a demo Zoom meeting with 25Live, a demo with EMS is coming, and perhaps we will meet with a third vendor.

- We are continuing to explore procurement/installation of an outdoor LED sign to advertise up-coming events.
- We have six shows confirmed for the PAC 2024-2025 presenting series. We have two for-profit dance competitions planned for next season. And, we are close to finalizing tech-ing a major touring musical for 21 days in September.
- We will be presenting three to four smaller shows next season to resemble the previous Club Kuss Series.
- Commencement went very well; we had a follow-up meeting on June 3.
- The backstage hallways and dressing rooms of the PAC will be painted and re-carpeted the month of July.

### Ticket Sales and Events Summary

#### *Past Event Tickets Sales:*

- Kuss Memorial Concert with Gary Geis (5/4) – 1,012
- Springfield Symphony Orchestra (SSO) with Bela Fleck (5/18) – 729
- Shrek (5/22) – 552

#### *Upcoming Events Ticket Sales (as of 6/8/2024)*

- Behind the Curtain Dance Recital – (6/8 2:00 p.m. show) 1,413 sold out, (6/8 8:00 p.m. show) – 1,257
- Miami Valley Dance Concert – (6/14 evening show) 550 people, (6/15 solo performances) 125 people, (6/15 evening show) – 725 people

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

- Clark State LPN Pinning (5/11) – 600 people
- Clark State RN Pinning (5/12) – 600 people
- Clark State Graduation (5/13) – 850 people the 10AM ceremony, 1,150 people at the 1PM ceremony
- Aaron Clark Video Shooting in Turner Studio (5/19) – 80 people
- STEM Graduation (5/28) – 1,200 people

### HBC Venue Rental Events

#### *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 filtered 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

### *June*

- Rotary on Mondays (6/3, 6/10, 6/17, 6/24) – 75 people
- Springfield Symphony Orchestra Flavors (6/1) – 300 people
- Bridal Shower (6/8) – 100 people
- Clark State Work Force Summit (6/12) – 100 people
- African American Community Fund Gala (6/13) – 300 people
- Jewell/Bardnell Wedding (6/15) –200 people
- PAC Volunteer Banquet (6/18) – 100 people
- Cliff Park Graduation (6/21) – 400 people
- My Brother/Sister’s Keeper Gala (6/22) – 300 people
- Pastor Retirement (6/30) – 700 people throughout the day

### *July*

- Rotary on Mondays (7/1, 7/8, 7/15, 7/22) – 75 people
- Clark State Family Day (7/18) – 250 people
- Videography (7/22)
- National Walnut Council Convention (7/29-7/30) – 300 people

### **Board Human Resources Committee Report**

The Board Human Resources Committee met virtually via Zoom on Wednesday, June 12, at 3:00 p.m. with Committee Chair Sharon Evans; Committee Members Kyle Hall, Mike McDorman, and Ben Vollrath; and Board Chair David Ball in attendance.

The Committee discussed the 2023-2024 Presidential Incentive Plan accomplishments.

### **Board Advocacy, Student Success, and Programs Committee Report**

The Board of Trustees’ Advocacy, Student Success, and Programs Committee met virtually on Thursday, June 13, at 10:00 a.m. Those present included: Committee Chair Mike McDorman; Board members Kyle Hall, Becka Rowland-Buckley, and Ben Vollrath and Board Chair David Ball; President Dr. Jo Alice Blondin; Vice President of Academic Affairs Dr. Adrienne Forgette; Senior Vice President of Student Affairs, Enrollment Management, and Regional Locations Dr. Dawayne Kirkman; Vice President of Advancement Toni Overholser; and Sean P. Dunn Associates’ Vice President of Government Relations Lisa Dodge.

The agenda included the following items:

- Legislative Update
- OACC Updates
- BSN Proposal – Approved
- Student Location Policy—Approved
- Grant Updates
- Clark County Workforce Forum
- Open Forum

### **Standing Committees’ Quarterly Updates**

Per the recommendations from the Board of Trustees’ retreat in November 2023 and in the interest of strengthening shared governance and communication, I am sharing the following updates for the Standing

Committees. These Standing Committees will change to Student Development; Diversity and Accessibility; Employee Engagement; Technology, Safety, and Infrastructure; and Strategic Initiatives and Communication beginning on July 1, 2024.

#### Completion:

Twenty-nine percent 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 March 7<sup>th</sup>, 2025.

#### Diversity:

In April, a celebration of neurodiversity was held, with approximately 70 attendees, including Clark State College faculty, staff, and external participants. The committee is hosting a booth for Springfield’s Pride Festival. A visit to the Afro-American Museum and Cultural Center for the college will be held in June to celebrate Juneteenth.

#### Employee Relations:

The committee discussed issuing electronic employment "anniversary" cards to recognize each employee's dedication to Clark State and commitment to the College's mission, vision, and guiding principles. The committee also planned the annual Clark State Family Day, a fair-themed “Clark State Family A’Fair,” which will be held on Thursday, July 18, in the Eagles Nest.

#### Resources Management:

The committee’s focus has been on creating raised beds for a garden plot that could potentially be built on the land next to Shull Hall. These plots would be available to faculty, staff or students, and collaborating with GISA to provide areas for the 11th and 12th grade students to conduct agricultural studies or grow produce to be used for FFA/fair projects.

#### Safety:

The committee is continuing to meet with design companies on creating new building maps with the capability of editing when changes are made. New Emergency Information is complete and should be distributed soon to all classrooms. Maps will be updated once the new design is created. The committee is continuing to ensure an effective means of communication regarding important safety information to all Clark State stakeholders.

#### Technology:

The Technology Committee has had discussions related to addressing student technology readiness, with their goal of creating a more robust virtual IT Help Center. Lastly, Elecia Spain, Assistant Dean of Access and Retention Services, is leading a team around making digital environments more accessible to employees.

### **Past SOAR Project Recommendations**

In response to the Board’s request for a recap of all of the project recommendations made by the SOAR mentoring groups over the years, following is a list of the projects and the respective years they were presented:

2018 “Creating a Comprehensive Office of Student Support”\*

- 2019 “Soaring Toward Leadership, Innovation, and Development through the Center for Teaching and Learning”\*
- 2020 “Physical and Virtual Self-Care Spaces”\*
- 2021 “STEP FORWARD (Students Elevating Peers Forward) Peer Mentoring Program”\*\*
- 2022 “Increasing Opportunities for Student Travel”
- 2023 “Increasing Technology Access and Technology Readiness for All Students”
- 2024 “Reducing Third Course Attempts”

\*Implemented

\*\*Piloted

## Marketing Updates

### Strategy and Research

- The Marketing team held its first strategic retreat in late May. The focus was identifying areas for improvement and solutions, brand research, and job alignment. We will hold another retreat in late June to review strategy goals, processes, and procedures for sponsorships, advertising, marketing materials, templates, social media, emergency communication, and the website.
- By the end of the month, all stakeholders (current/prospective/future students, employees, alumni, parents, local businesses, etc.) will be invited to take our survey regarding student needs, brand awareness, and messaging. The survey will be available on our website and shared via press releases, email, and social media channels. To incentivize survey completion, we are offering tickets to the Performing Arts Center. The quantitative data collected from the survey will be supplemented with qualitative data collected from focus groups.

### Advertising

- We are wrapping up our advertising research and partner meetings to learn more about advertising and digital opportunities, audiences, expense, digital and return on investment. So far, we have met with Ohio Trucking Association, Spectrum, Dayton Business Journal, iHeartMedia, Niche, National CineMedia, Alpha Media, Sinclair Broadcast Group, ABC 22, FOX 45, CH 2, CW, NextStar, Cox, Lamar, and Wright-Patterson Air Force Base (WPAFB). Upcoming meetings will occur with Urbana Digital Daily and Springfield News-Sun.

We are currently running the following campaigns:

- “One Step” enrollment, :30 second commercial on Spectrum Streaming with Channel FS1 during FCC Cincinnati game on June 19 in Dayton, Kettering, Lebanon, Mason, Springboro, Waynesville, Bellbrook, and Miamisburg
- “Summer Engineering Festival” enrollment, :30 second commercial on Spectrum Streaming and Digital through Clark, Greene, and Montgomery counties
- “Summer Engineering Festival” enrollment, :30 second commercial in Springfield and Fairfield Commons movie theatres
- Brand recognition with Lamar during Olympic medal coverage on electronic billboards throughout Greene and Montgomery counties. We have category exclusivity, and no other colleges may participate in this opportunity. We are also working to book “anchor billboards” (we “own” the billboard for 12 consecutive months) in Beavercreek (I-675), Xenia (Route 35), Springfield, and WPAFB (on the base or by the main gate). Additional billboards will be added as needed based on appropriate messaging and targets. We are utilizing the data from cell phones within the cars that pass each billboard to determine appropriate location and target audience reach.



### News Coverage

- We have doubled the size of our press release distribution media list and have also started sending press releases to Executive Council and Deans to keep everyone in the loop on college happenings. We look forward to late June coverage of our College for Kids and Teens summer camps with WDTN-CH 2 during their “Steps to Succeed” series. Additional media coverage can be found in our newly-created media log and archives.

### Web

- As we dive into the website project, we are uncovering more and more areas for improvement, much like you would in a home renovation. We are currently working on functionality and search engine optimization (SEO) upgrades with the Technology Department (to be completed in two phases, the first covering functionality and user experience upgrades to be completed by June 30, and the second covering search engine optimization to be completed by July 30). In the meantime, the Marketing department is working on web redesigns and navigational reorganization.

### General Project Overviews

- In the past month, the marketing team has assisted in Clark County Workforce Summit, Rock Enrollment, new campus banners, three postcards (Engineering Summer Fest, Rock Enrollment, Enrollment Important Dates), Presidential Awards Banquet and Rhodes Hall Open House planning, approximately five videos (Phi Theta Kappa, Summer Engineering Fest, One Step, Foundation Thank You, Chamber Excellence), and approximately seven press releases.

### **Program Review Report**

All programs at Clark State engage in program review on a five-year cycle. The most recent round of program review included the following programs: Accounting, Digital Media, Fire Science, Management, Medical Assisting, and New Media. Each program prepared a detailed description of their program that included data on student demographics, enrollment and completion, curriculum and assessment, and costs. Each program also evaluated their strengths and weaknesses. Program findings were presented in a public forum to which Deans’ Council members, Advisory Committee members, and faculty and staff were invited. Following this presentation, the program faculty, Dean, and Vice President of Academic Affairs (VPAA) met to discuss the program review findings, areas of strength and challenge, and tentative plans for change and improvement.

Here is a brief summary:

Accounting: This is a solid program with healthy enrollment and completion. The program will consider adding a short-term certificate and related micro-credentials. It is also recruiting College Credit Plus (CCP) students as well as students who want to upskill for career advancement. Student supports, such as tutoring for ACC 100 and the required math course should be strengthened. Graduates obtain well-paying jobs and are able to transfer to four-year universities.

Fire Science: This is a strong program with high completion rates that is valued by our community. It will soon be located in the new Fire Station on South Limestone Street with further opportunities for collaboration with Springfield Fire Department. In addition, it is adding a degree option, Fire Safety Services, that will increase employment and career advancement for graduates. Costs for materials has increased dramatically, affecting return on investment (ROI), and equipment is expensive. Non-credit training has also expanded.

Graphic Design: This program incorporates technology, experiential learning, and open-educational resources. Courses are popular with students, but overall enrollment and retention could be improved to enhance ROI. Assessment practices are strong, and input from the Advisory Committee is valued. The program recently moved to the main campus, which has made schedules easier for students. There are some technology needs to be addressed.

Management: This is a large program with multiple degree and certification options along with opportunities for internships and experiential learning. Students can learn through face-to-face as well as online offerings, and online has grown substantially. While some options have strong employment outcomes, the program will review low-enrolled options such as banking and insurance to determine if offerings align with industry needs. The program is considering the possibility of a stand-alone program in Human Resources as well as digital marketing content. It has a solid ROI with realistic goals for continued improvement in assessment and retention.

Medical Assisting: There is strong demand for medical assistants, and some students leave the program with just their certificates to enter the labor market vs completing their degrees. The program has opportunities to grow and to be taught at additional locations. The stackable credential model leading to multi-skilled professionals should be explored. The program needs to improve its assessment practices and work on retention.

New Media: Similar to Digital Media, technology, experiential learning, and open-educational resources are all used in this program. There are good opportunities for graduates, but completion could be improved, particularly by supporting students in the required programming courses. There are also opportunities for students to go on to the Web Development and Design Bachelor of Applied Science program.

Program health, in terms of resources, revenues, and expenses is part of all program reviews. Moving forward, all programs will receive an annual report that will track current year data compared to previous years. This will help programs have more consistent awareness of these aspects and to make adjustments in a more timely manner.

The debriefing meetings instituted this year have been well-received, and we will continue this practice going forward. All programs receive a summary report from the VPAA regarding their program review reports, which are the basis for a continuous improvement plan that is developed early in the following Fall semester.

### **Enrollment and Program Update**

Summer Enrollment: Clark State is up 17% in overall students and up 21% in overall credit hours for Summer 2024 compared to Summer 2023. Every campus location is up in students and credit hours: Greene, Logan, Springfield, Online, and Xenia. For budget tracking, we are 110% of term target, which includes the first drop for non-payment. Clark State is up 49% in new students, 16% in returning students, and 12% in continuing students. College Credit Plus enrollment numbers with high school students is on pace with last year. The Advanced Standing LPN to RN and RN program have been an important enrollment boost for summer semester.

Fall Enrollment: Looking ahead to Fall 2024, Fall Classes begin on Monday, August 19. Rock Enrollment was held on Tuesday, June 4, from 4:00 to 7:00 p.m. Ten Wednesday enrollment events are scheduled throughout June and July at all of our locations. Telephone call campaigns have started for prospective,

new, continuing, and returning students. The Clark State Enrollment Services team continues to work the Strategic Enrollment Management Plan by improving communication through Slate, including a formal plan to students regarding the application, financial aid, payment, and advising process.

Program Update for Beavercreek, Bellefontaine, and Xenia: *Beavercreek*—In AY24, the Practical Nursing (day) program is now offered in Beavercreek. In AY25, the cohort size of the Practical Nursing (evening) program, and Registered Nursing program will increase. *Bellefontaine*—The Bellefontaine location has focused on pathway development with Ohio Hi-Point Career Center and now offers the Diesel Technology Program and Aspire. *Xenia*—In AY25, the Office Administration program and Manufacturing courses will be offered in Xenia.

Program Update for Springfield and Online: Summer enrollment is up, and courses are off to a good start. Preparations for Fall programming are underway, and open faculty positions in Biology, Early Childhood Education, and English are being filled.

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

### Technology

- We are working closely with Marketing on changes to the website to better meet the needs of our prospective students. Additionally, we are focusing on accessibility improvements to our pages. This is a requirement and reaffirmed in recent legislation. Fortunately, our latest redesign had a heavy focus on accessibility so much of the work is complete. We are working with Marketing and DMA to identify areas where we can further improve this to ensure all can engage with our website.
- We worked collaboratively with several departments to help eliminate a legacy process of changing grade statuses to better reflect our student needs and abilities of our current systems. These old processes were streamlined to reduce error and improve our data quality and integrity making reporting easier.
- In an effort to improve our ability to provide outstanding support to students, faculty, and staff the decision was made to bring all technology support back to Clark State from an external partner. Due to the volume of calls and requests, a departmental reorganization was needed to best position the department for success. Shifting focus from administrative support to technology support will allow us the better meet the needs of our stakeholders and provide an exceptional experience that can evolve as the needs do.
- Additional computer lab equipment was purchased to replace aging devices at the Greene Center. Working closely with Natalie Johnson and Doug Schantz, we strategically redesigned some labs to make better use of the space, adapt to current usage, and plan for future growth of bring your own device (BYOD) which is happening more and more lately. We are piloting this new method of equipping a lab at the Greene Center and, if effective, will scale it out to the rest of the College.

### Safety

- We celebrated the retirement of long-time police officer Ben Mast. After 25 years in public safety, he has retired. He spent many years working the afternoon/evening shifts at Clark State and was known to many students, faculty, and staff. A new officer has been assigned to Clark State. Officer Mast spent a week introducing him to people on campus and showing him around our buildings and properties. We are looking forward to getting to know Officer Tate more in the coming days and weeks.
- Jon Lemen participated in a countywide emergency management training and exercise experience by the “I Love You Guys” foundation. This particular experience brought together public safety, school, and county emergency response personnel to go over standard protocols for major incidents and

specifically reunification. Reunification is a critical part of emergency response and learning standard protocols adds considerable value for the College.

### Strategic Initiatives

- Participated in several webinars and presentations on Artificial Intelligence (AI) and how it will affect our workforce and education. Working on developing some general guidelines and resources for students, faculty, and staff to learn more about different AI tools and how they can be safely used to accelerate initiatives and research.

### **Advancement and Outreach Updates**

#### Foundation

- The 2024 Presidential Awards Banquet will be held on September 26<sup>th</sup> at the Hollenbeck Bayley Creative Arts and Conference Center. Award recipients include Jim and Nike Lagos (Richard O. Brinkman Award), Dale Henry (Distinguished Alumnus Award), and Ryan Mundy (Emerging Leader Award).

#### Outreach

- College for Kids and Teens summer camps are currently underway, and camps will run through July 12<sup>th</sup>. A few remaining spots are available for the last week.
- The Scholars Team has been busy working with our graduating seniors to help them enroll at Clark State for summer and fall semesters. We are excited to start the new school year, especially with Mary and Bre supporting our students.
- On June 26, Project Jericho will celebrate fourteen teen artists who participated in Summer Arts Camp. The students worked with two University of Dayton professors, learning the art of printmaking and ceramics. A celebratory dinner, which will include the use of their ceramic pieces and a display of their prints at the Springfield Museum of Art, will be held June 26. Project Jericho will also host Life Books camp for youth living in foster care. Students will spend the week creating a reflective document of their life. At the conclusion, they will host Layering of Life Books workshops for anyone who has completed a Life Book. Project Jericho has been hosting this important event for over 20 years.

#### Grant Development

- This fiscal year Clark State has received \$5,660,738 in grant funding. We will be submitting four additional grant proposals prior to the end of August.

#### Workforce Development

- Clark State hosted the Clark County Workforce Summit on June 12<sup>th</sup>. The event was attended by approximately 70 people, and feedback was very positive. Additional events are being planned for Champaign and Logan Counties.
- Toni Overholser will be a featured presenter at the Logan County Chamber of Commerce Human Resource Conference on July 25<sup>th</sup>.
- Clark State will host the Dayton Region Manufacturers Association networking event at Shull Hall on July 30 from 4:00 to 6:00 p.m. This important event will provide an opportunity to highlight our state-of-the-art equipment, degree, and short-term training programs.

### **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:

### Personnel Changes:

- Melissa Checkie from Transfer Evaluation Specialist to Student Records Coordinator, Student Affairs, effective 7/1/24
- Abby Hunt from Admissions Specialist to Admissions and Career Services Specialist, Student Affairs, effective 7/1/24
- Brady Oder, from Career Services Specialist to Admissions and Career Services Specialist, Student Affairs, effective 7/1/24
- Anthony Reed from Admissions Specialist to Admissions and Career Services Specialist, Student Affairs, effective 7/1/24
- Danielle Williams from Business Development Manager, Foundation/Advancement to Academic Advisor, Student Affairs, effective 5/13/24
- Stephen Williams from Project Director, ARCTOS to Director, Laser Material Processing Program, Academic Affairs, effective 5/13/24
- Abi Wyer from Admissions Specialist to Admissions and Career Services Specialist, Student Affairs, effective 7/1/24

### Retirements/Resignations/Departures:

- Emily Halpin, Purchasing and Administrative Support Specialist, Information Technology, effective 6/14/24

### Open/Advertised Positions:

- Executive Director, National Advanced Mobility Center of Excellence
- Project Director, Modeling and Simulation Program
- 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 2024-2025 budget.

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

## ***Personnel Recommendations for Instructional Faculty***

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

#### New Hires:

- Heather Good, Assistant Professor, Early Childhood Education, Health, Human and Public Services, effective 8/9/24
- Heather Holliger, Instructor, English, Arts and Sciences, effective 8/9/24
- Tracey Walls, Instructor, Licensed Practical Nursing, Health, Human and Public Services, effective 8/9/24

#### Retirements/Resignations/Departures:

- Angela Miller, Instructor, Health, Human and Public Services, effective 8/9/24

#### Open/Advertised Positions:

- Instructional Faculty, Anatomy and Physiology
- Instructional Faculty, Biology
- Instructional Faculty, Practical Nursing

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

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 2024-2025 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 employees and instructional faculty as presented; Trustee Rowland-Buckley seconded, and the motion passed unanimously via a roll call vote.***

#### ***Adoption of 2024-2025 General Fund Budget***

##### Revenue Assumptions:

- State Share of Instruction (SSI)
  - SSI based on 50% access, 25% course completion, 25% success points
  - The SSI projection received from the Ohio Department of Higher Education on April 15, 2024, was \$16,062,725.
  - Base SSI projections reflect a decrease of \$200,536 from FY24 final appropriations.
  - SSI represents 48.2% of total general fund budget
- Student Fee Revenue
  - Increase 2.4% of FY 2024 budgeted revenue, which represents a \$5 increase per credit hour for FY 2025
  - Total Student Fees are 45.9% of the total General Fund budget.
- Other Income
  - Investment interest revenue is expected to grow.

- Lease receipt revenue is also expected to grow.

Expenditure Adjustments:

- Salary and benefits represent 73.9% of total budget
- Faculty and Staff raises of 2% have been added (\$321,000 budget impact)
- Faculty compensation restructure (\$255,000 budget impact)
- Six percent of the health insurance premium increase is absorbed by the College (\$215,000 budget impact)
- Net decrease in other personnel changes and operating adjustments (-\$408,000 budget impact)
- Contingency budgeted at \$660,000 or 2.0%.

This Budget was presented to the Board Finance and Facilities Committee at its June 11, 2024, meeting. The Committee recommends that the Board of Trustees approve the attached General Fund Budget.

Impact on students and/or student learning: The General Fund budget supports all instruction, academic and student support services with the exception of those funded by restricted grants and contracts, capital budgets and auxiliary fund activities.

Alignment with Strategic Plan: General fund budgets meet Goal 1 to develop and strengthen quality, innovative academic programs and Goal 2 to improve enrollment, student success, retention and completion.

Implications for budget, personnel, or other resources: The FY 2025 General Fund budget was developed in conjunction with the Budget Advisory Council. The Council developed various assumptions related to revenue and prioritized initiatives to fund using any new funds.

It was requested that the Board of Trustees adopt the FY 2025 General Fund budget, as presented, in the amount of \$33,352,039.

***Adoption of 2024-2025 Auxiliary Fund Budgets***

An auxiliary enterprise, as defined by the National Association of College and University Business Officers (NACUBO) in the College and University Business Administration manual, is "an entity that exists to furnish a service to students, faculty, or staff, and that charges at a rate directly related, but not necessarily equal, to the cost of the service." Auxiliary enterprises are self-supporting activities which provide non-instructional support in the form of goods and services to students, faculty, and staff upon payment of a specific user charge or fee that is at least equal to the full direct and indirect cost of providing the goods and services. Although the operation of an auxiliary enterprise is supplemental to the primary educational functions of the College, such enterprises are important to the overall operation of the College.

Developed with the assistance of the managers of the auxiliary enterprises, all auxiliary operation budgets are presented as balanced.

Since outsourcing to online bookstore operations through eCampus, it is anticipated that the bookstore will rely upon its aggregate fund balance to maintain a balanced budget for FY25. By outsourcing to eCampus, students are provided with more affordable options (new, used, rentals, ebooks) when securing their textbooks for courses at Clark State. As part of the partnership, the Bookstore receives a nominal commission from all textbook sales and buybacks. In addition to that revenue, the Bookstore maintains

retail services on site to assist students with all of their supplemental education-related purchasing needs, including Clark State branded apparel. As the College continues to further adopt Open Educational Resources (OER) in the classroom as a cost-savings measure for students, this will impact the College's revenue but strongly benefit our students.

The landscape of Food Service at Clark State changed in FY 2022. Clark State partnered with Fresh Abilities to meet the food service needs of our students, faculty, and staff at the Eagles Nest while also meeting the work force development needs of Fresh Abilities. In addition to serving our campus community, they also draw people from the greater Springfield community onto our campus. We still provide all the kitchen/dining space (including utilities) and all of the equipment for their use but the College has saved \$100K a year on expenditures previously incurred to outsource food service through a third-party. In addition to the new partnership 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.

Parking revenue is generated from a portion of the \$7.50 auxiliary services fee charged to each student each semester. Fifty percent (50%) of the auxiliary services fee is allocated to this budget to pay for the operation and maintenance of our parking lots and roadways. The remaining 50% of the auxiliary services fee is allocated to the general fund to provide financial support to our campus police operation, building security, emergency services, etc.

The Commercial Transportation Training Center (CTTC) has a balanced budget. With added support from the State for students desiring to participate in a transportation training program, it is expected that the CTTC program will see a boost in enrollment. FY2025 will be their third full year as a testing location, which also has a positive impact on their budget.

This Budget was presented to the Board Finance and Facilities Committee at its June 11, 2024, meeting. The Committee recommends that the Board of Trustees approve the Auxiliary Fund Budgets as presented.

Impact on students and/or student learning: Each of these auxiliaries provides support services or direct services to students. Budgets must be sufficient to recruit and retain qualified staff, provide excellent service to students, as well as to procure and maintain state-of-the-art equipment, vehicles, and technology.

Alignment with Strategic Plan: Auxiliary budgets meet Goal 1 to develop and strengthen quality, innovative academic programs and Goal 2 to improve enrollment, student success, retention and completion.

Implications for budget, personnel, or other resources: Auxiliary budgets are presented as balanced.

It was requested that the Board of Trustees adopt the fiscal year 2024-2025 auxiliary fund budgets, as presented, effective July 1, 2024.

### ***2024-2025 Laboratory and Special Fees Schedule***

The setting of the Laboratory and Special Fees Schedule for each year is part of the planning process for all academic schools. Adjustments are made each year to reflect the rising costs, and in some cases, the reduced costs of supplies and fees. The academic schools make every effort to keep such costs at a minimum while still providing a sound learning experience for our students. The proposed 2024-2025 fee



increases and decreases are outlined on the attachment. This approval process became effective July 1, 2019, when the Ohio Legislature gave the Chancellor of the Ohio Department of Higher Education (ODHE) authority to approve all fees, inclusive of fees for new programs. The Business Office submitted the fee schedule and was notified that all fee requests have been approved by the Chancellor's office. (Copies are available in the office of the Vice President of Academic Affairs.)

Impact on students and/or student learning: Student lab fees cover costs for consumable supplies used as part of lab experiences. These fees also cover other costs, including liability insurance, specialized industry credentials examinations, and specialized high-cost instruction.

Alignment with Strategic Plan: Goal 2: Improve enrollment, student success, retention and completion. This enables us to enhance quality of resources for students.

Implications for budget, personnel, or other resources: The 2024-2025 budget was built based on the Laboratory and Special Fees Schedule as presented.

It was requested that the Board of Trustees approve the 2024-2025 Laboratory and Special Fees changes, as presented, effective with Fall 2024 semester.

***Trustee Hurst made a motion to adopt the 2024-2025 General Fund Budget, the 2024-2025 Auxiliary Fund Budgets, and the 2024-2025 Laboratory and Special Fees Schedule as presented, and Trustee Rowland-Buckley seconded. The motion passed unanimously by a roll call vote.***

#### ***Richard O. Brinkman Award***

In September 2018, during the 25<sup>th</sup> Anniversary year of the Clark State Performing Arts Center (PAC), Clark State Community College retired the PAC Founder's Award, which was established to highlight those individuals and businesses that made significant leadership and financial contributions to the establishment of the PAC. The Foundation Board and past PAC Founder's Award winners recognized that the award had served its purpose of identifying those who had been instrumental in the founding and sustainability of the Performing Arts Center, and also articulated a need to continue to identify, on a broader, more comprehensive scale, those individuals, businesses, and groups that contributed to the College as a whole.

Therefore, as the College retired the PAC Founder's Award at the Annual PAC Gala in September 2018, Clark State inaugurated its first public college-wide recognition award, entitled the Brinkman Award. The Brinkman Award, named after Richard O. Brinkman, the first and founding President of Clark State, is awarded to an individual, business, or group that has contributed significantly to the College through:

- Increasing the visibility of Clark State and its services locally, regionally, and nationally;
- Providing significant resources to Clark State to grow programs, facilities, and services;
- Impacting student success in the present and sustaining that impact into the future.

The Brinkman Award differs from the "Champion of Clark State" Award, which is an internal award given at Charter Night to showcase an individual who has championed Clark State through service or community advocacy.

The Brinkman Award will be given at the Clark State Presidential Awards' Banquet as appropriate. The Brinkman Awardee will be selected by the President of the College and presented to the Clark State's Board of Trustees.

Past Brinkman Awardees include: 2018, The Dr. Warren G. Elliott Family; 2019, Alicia and Greg Hupp; 2020, No award due to COVID; 2021, Dr. Amrit and Shashi Chadha; 2022, The Turner Foundation; and 2023, The Springfield Foundation.

This year, I am pleased to announced that Jim and Nike Lagos will receive the 2024 Richard O. Brinkman Award, to be given at the annual President's Awards Banquet on Thursday, September 26, at the HBC. Jim and Nike Lagos have been ardent supporters of Clark State, through considerable donations for scholarships, library, and expansion of the Scholars' program. Jim and Nike have also given far more than financial resources to the College; both are ambassadors for the College in Ohio and beyond. Jim and Nike Lagos are extremely deserving of this award, and we look forward to honoring them both at the President's Awards Banquet in September.

Impact on students and/or student learning: None

Alignment with Strategic Plan: This award aligns 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 approve the honoring of Jim and Nike Lagos with the 2024 Richard O. Brinkman Award.

***Vice Chair Evans made a motion to approve the honoring of Jim and Nike Lagos with the 2024 Richard O. Brinkman Award, and Trustee Hall seconded. The motion passed unanimously by a roll call vote.***

### ***Bachelor of Science in Nursing Completion Program Approval***

Clark State College has always been a leader in nursing education in its service area. It already offers programs in State-Tested Nursing Assistant (STNA), Licensed Practical Nursing (LPN), and Registered Nursing (RN). The RN program offers options for LPNs and paramedics to move directly into nursing and receive their Associate's Degree without repeating knowledge and skills earned in their previous programs. Students can also complete their RN through Clark State's advanced standing options and part-time options, including an evening and weekend program. Additionally, Clark State works with Ohio Hi-Point and the Greene County Career Center to provide opportunities for their students to complete the LPN program within a short-time of their graduation. The next logical step is for Clark State to offer a BSN completion program that allows students to move seamlessly from STNA to LPN to RN to BSN.

Bachelor's prepared nurses are in high demand and have career opportunities in leadership and specialty areas beyond those with only an RN. BSNs typically earn \$75,000-\$80,000 or more per year. Many healthcare systems and hospitals require their nurses to obtain their bachelor's degrees and offer financial support to assist them. Still, it can be expensive for them to do so.

Clark State's proposed BSN completion degree offers a seamless pathway to a bachelor's degree at an affordable cost and will help our local healthcare systems and hospitals meet their needs for a more highly skilled and flexible nursing workforce. These healthcare providers are truly our partners and supporters and are committed to providing practicum experiences and ultimately employment to the

nurses who complete this program. (The BSN Proposal was distributed to Trustees prior to the meeting and can be accessed in the office of the Vice President of Academic Affairs.)

Impact on students and/or student learning: Students will have opportunities to build on nursing certificates and degrees already earned toward a BSN. The curriculum is designed to be seamless and integrated. It will also include certifications in high-demand areas of nursing, such as gerontology and nursing leadership. An RN can earn a BSN in as few as three semesters if attending full-time or over four (or more) semesters as needed. Given the high number of available and anticipated nursing jobs, graduates can be assured of fulfilling and well-paying careers in health care.

Alignment with Strategic Plan: This aligns with Strategic Goal 1: Develop and strengthen quality, innovative academic programs.

Implications for budget, personnel, or other resources: There are sufficient funds planned for these programs for the current and 2025/26 academic years. The actual start date is dependent on approval by the Ohio Department of Higher Education. It is anticipated that program costs will exceed revenue in the first year while enrollment builds and students are recruited. We expect a positive return on investment thereafter due to cost-effective scheduling, delivery of courses through online and hybrid modalities, strong demand, and partner support.

It was requested that the Board of Trustees approve the proposed Bachelor's of Science in Nursing Completion program for submission to the Ohio Department of Higher Education.

***Trustee McDorman made a motion to approve the proposed Bachelor's of Science in Nursing Completion program for submission to the Ohio Department of Higher Education, and Trustee Rowland-Buckley seconded. The motion passed unanimously by a roll call vote.***

Chair Ball expressed appreciation for the tremendous amount of work everyone involved did to make the BSN degree proposal possible. Vice President Forgette gave kudos to Dr. Dolan for doing the majority of the work on the proposal.

### ***Student Location Policy Revisions***

The College is required to have a Location Policy that identifies students addresses and physical locations, particularly for the purpose of providing information about whether or not Clark State's programs, including online programs leading to professional licensure, meet the licensing requirements of states other than Ohio. The requirements regarding what must be included in the policy have recently changed per 34 CFR 668.4(c)(3)(ii). Accordingly, the policy has been revised to include these updates and is being presented for Board approval.

### **3358:5-7-14 Student Location Policy**

1. Clark State College is committed to providing each student with the maximum opportunity to develop and learn. As such, **the Student Location this policy follows 34 CFR 668.4(c)(3)(ii) and requires institutions to have a written policy and documented process for establishing the location of prospective students and students that must be applied consistently. Both policy and process should have regular, frequent review and updates as needed.** ~~establishes Clark State's commitment to and process for establishing and responding to student location as related to Professional licensure and~~

~~Certification in states and territories outside of Ohio, Code of Regulations, CFR 668.43 section (a)(5) and section (b).~~

2. Clark State is a member of the National Council for State Authorization Reciprocity Agreement (NC-SARA) which allows **the College us** to provide distance learning programs (both online and in the form of supervised field experiences) and coursework to residents of states other than Ohio. NC-SARA membership, however, does not grant reciprocity or exempt us from state professional licensing requirements. As a result, licensing requirements in Ohio may not be recognized as sufficient to obtain a license in any other state.
3. This policy applies to ~~Admissions, Financial Aid, Records and Registration,~~ **all staff** and faculty with oversight in academic departments that offer educational programs leading to professional licensure or faculty or staff who advertise programs as meeting specific professional licensure or certification requirements and all students.
4. Definitions:
  - A. Student Location: a student's location shall be defined as the place in which the student is currently living or physically located (e.g., current address) at the time of enrollment in a program. Student location will be determined by the active local address in the student information system. Students may update their address in Self-Service.
    1. **IPEDS – Location for those students enrolled exclusively in distance education should be their physical location or current address, as of the institution's Fall reporting date. If this is not available, the address on file for the student will be used.**
    2. **For students listed in the military on active duty, the college will use the permanent address instead of the student's physical location.**
    3. **NC-SARA Location is the state, territory, or district where the student is located while receiving instruction and does not refer to the student's official state of residence.**
  - B. **Professional Licensure:** Programs leading to required initial professional licensure or certification: Academic programs designed for or marketed as fulfilling the purpose of preparing graduates to meet the educational requirements for initial professional licensure or certification requirements of a state board. Identified professional licensure programs currently available at Clark State include Early Childhood Education, Medical Assisting, Medical Laboratory Technology, Paramedic, Physical Therapist Assistant, Practical Nursing, Realtime/Judicial Reporting and Broadcast Caption/CART, Registered Nursing.
5. **Student Responsibility**
  - A. **Student:** It is the responsibility of the prospective or current student who intends to complete a licensure program to check with the licensing board(s) in their state of residence or in the state in which they intend to obtain a license for the most recent information and requirements. The student's **physical location at the time of registration will remain in effect unless and until the student provides official notification of location status to the college.**
  - B. **It is the responsibility of the student to report their address or to make an address change in the student information system. If a student relocates during the course of a program to another state, it may impact whether the student can remain in the program, meet the state licensure requirements, and/or continue to receive financial aid funding.**

- C. It is the responsibility of the student to review the consumer-information email delivered at the beginning of the term; this pertains to either the student location or major change.

## 6. College Responsibility

- A. Clark State College collects location information from a student as part of the registration process. Each semester, location information is collected and reviewed for active students.
- B. Depending on a student's location or change of status, Clark State College may or may not be able to allow the student to continue taking online courses or approve clinical or internship placement. Clark State College shall not be held liable if the student is unable to qualify for licensure or certification in a specific jurisdiction, or cannot obtain a practicum/internship location.
- C. It is the responsibility of Clark State College to regularly review this rule and to document consistently-applied processes for the purpose of establishing the location of prospective and current students.
- D. The college must communicate this rule and process to students each term, in the consumer-information email.
- E. Each academic program leading to professional licensure will annually update their program page to include as it pertains to the 34 CFR 668.4(c)(3)(ii)

**Effective:** ~~April 1, 2021~~ July 1, 2024

**Prior Effective Dates:** ~~None~~ April 21, 2021

Impact on students and/or student learning: Students who live outside of Ohio will have up-to-date information on whether the requirements of a program that leads to professional licensure meet the requirements of the state in which they are located or intend to practice.

Alignment with Strategic Plan: This aligns with Strategic Goal 2: Improve enrollment, student success, retention and completion.

Implications for budget, personnel, or other resources: None

It was requested that the Board of Trustees approve the revision of the Student Location Policy, as presented, effective July 1, 2024.

***Trustee Hall made a motion to approve the revision of the Student Location Policy, as presented, effective July 1, 2024, and Trustee Rowland-Buckley seconded. The motion passed unanimously by a roll call vote.***

## Board Members' Open Forum

Trustee Vollrath thanked the College for sponsoring the Logan County Chamber of Commerce's Human Resources conference, "Unleashed: From Onboarding to Culture - Tap Into Your Organization's Potential" on July 25. Pete Blank, Culture and Leadership expert for Disney, will be the keynote speaker.

Trustee Hurst thanked Executive Vice President Schantz and Controller Kathy Nelson for providing a behind the scenes overview of what goes into the Clark State budget, noting that he really appreciated the detail.

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

Vice Chair Evans made a motion to enter Executive Session to discuss the President’s contract. Trustee Hall seconded, and the motion passed 9-0 by a roll call vote. Executive Session commenced at 7:20 p.m.

Trustee Bell made a motion to exit Executive Session and return to Regular Session at 7:45 p.m. Trustee McDorman seconded, and the motion passed unanimously.

#### ***President’s Incentive Plan and Deferred Compensation Amendment***

***Trustee Noonan made a motion to accept President Blondin’s incentive bonus and deferred compensation amendment. The motion was seconded by Vice Chair Evans, and it passed unanimously via a roll call vote.***

#### **Adjournment**

Vice Chair Evans made a motion to adjourn the meeting, and Trustee Noonan seconded. The motion passed unanimously, and the meeting adjourned at 7:50 p.m.