

6.1

Record of Proceedings

Board of Trustees
Stark State College

North Canton, Ohio
January 10, 2024

REGULAR MEETING

The Board of Trustees held its regular monthly meeting on January 10, 2024 at Stark State College.

CALL TO ORDER

Chair Harun Rashid called the meeting to order at 8:08 a.m.

ROLL CALL

The following board members were present: Harun Rashid, Elaine Russell Reolfi, Marlé Fernandes, Karen Lefton (virtual), Jeffery Walters, Fonda Williams (virtual), Patricia Wackerly, Tracy Carter, and Michael Wheeler.

The following administrators were present: Para Jones, Lada Gibson-Shreve, Kevin Gardner, Stephanie Sutton, Melissa Glanz and Patrick Roberts.

RECOGNITION OF VISITORS

The following visitors were present: Tiffany Archer, Amy Lane, and Teri Ross.

PUBLIC REQUESTS

None.

AGENDA CHANGES

None.

CONSENT AGENDA

Second Vice Chair Fernandes moved to consider and approve the Consent Agenda. Trustee Williams provided the second for the motion.

The vote was called. The Consent Agenda was approved unanimously and included the following: *Minutes of the November 8, 2023 meeting; Personnel Actions; Treasurer's Report; Policies: 15-15-04 Web Communications; 15-14-15 Sexual Misconduct; 15-14-28 Recordings; and 15-15-06 Responding to Public Records Requests.*

NEW BUSINESS**POLICY 15-11-01 COMPOSITION**

Trustee Walters moved to approve Policy 15-11-01 Composition. Trustee Wackerly provided a second for the motion.

The Policy was unanimously approved as follows:

STARK STATE COLLEGE
POLICIES AND PROCEDURES MANUAL

COMPOSITION

Policy No. 3357:15-11-01

Page 1 of 1

Effective: 10/05/2009

Revised: 02/14/2015

Revised: 01/01/2019

Revised: 01/10/2024

POLICY:

The Board of Trustees shall consist of nine qualified electors residing in the Stark State College (the College) district who are not employees of the College or members of any board of education or educational service center governing board.

- (A) *Gubernatorial appointees. Three trustees shall be appointed by the governor with the advice and consent of the senate.*
- (B) *Local appointees. Six trustees shall be appointed by a three-person Trustee Selection Committee, with the advice and consent of the senate. Not more than one member of the board of trustees selected in this manner shall be a resident of Summit County, and not more than two members of the board of trustees selected in this manner shall be employees of government agencies. Local trustees shall serve three-year terms.*

Trustee Selection Committee members are local business, civic or nonprofit leaders in the college service district who are not current members of the College board and who are appointed by the executive committee of the College Board of Trustees. When a local trustee vacancy occurs, the Board must nominate trustee candidates to the Trustee Selection Committee. The Trustee Selection Committee will meet to consider nominees recommended by the College Board of Trustees, but may also consider other applicants.

The Trustee Selection Committee shall appoint trustees:

- *who hold leadership positions within significant industries in the College's service district, to the greatest extent possible;*
- *who reside in the College's service district.*

Once the Trustee Selection Committee selects the new local trustee, the College must forward that local trustee candidate's name to the State of Ohio for the advice and consent process of the Ohio Senate.

- (C) *Terms. The term of office for each trustee shall be three years, with terms arranged so that not less than two or more than three expire in a given year, and terms of the gubernatorial appointees shall expire in different years. Each trustee shall hold office from the date of appointment until the end of the appointed term. Gubernatorial and local trustees shall continue in office subsequent to the expiration date of the trustee's term until a successor takes office.*
- (D) *Vacancies. If there is a vacancy, such vacancy shall be filled by the authority making the original appointment for the balance of the unexpired term.*

POLICY 15-11-05 PROCEDURES

Trustee Wackerly moved to approve Policy 15-11-06 Procedures. Second Vice Chair Fernandes provided a second for the motion.

The Policy was unanimously approved as follows:

STARK STATE COLLEGE
POLICIES AND PROCEDURES MANUAL

PROCEDURES

Policy No. 3357:15-11-06

Page 1 of 3

Effective: 10/05/2009

Revised: 02/14/2015

Revised: 01/10/2024

POLICY:

The following procedures shall be followed in conducting the business of the Board of Trustees:

- (A) *Oath of office. Each member appointed to the Board of Trustees of the Stark State College district, before entering upon his or her official duties, shall take and subscribe to the following oath:*
- I, (Name), promise and swear to support the Constitution of the United States and the constitution of this state and to honestly, faithfully, and impartially perform and discharge the duties of the office of Member, Board of Trustees, Stark State College district, to which I have been appointed, for the term beginning (Date) and ending at the close of business (Date).*
- (B) *Compensation. Trustees shall serve without compensation, but may be paid their necessary expenses when engaged in the business of the Board.*
- (C) *Legal advisor. The Attorney General shall be the attorney for the Stark State College district and shall provide legal advice in all matters relating to its powers and duties.*
- (D) *Communications. Communications relating to policy, sent or received by employed staff, shall be reported to the Board of Trustees by the President where appropriate.*
- (E) *Public requests. The order of business at any regular or special meeting of the Board of Trustees shall include an opportunity for members of the public to address the Board, provided that the following regulations have been met:*
- (1) *Any person desiring to bring a matter to the attention of the Board must submit a written request to the President not less than five working days prior to the regular or special meeting of the Board. Such request must include the subject to be brought before the Board and the name, address, and telephone number of each person who will participate in the presentation.*
 - (2) *Any individual or group that has followed the procedure stated above will be afforded time to address the Board on the subject designated. Each participant must state name and address upon addressing the Board.*
 - (3) *No more than five minutes per person and/or 15 minutes maximum shall be allotted for the entire presentation on a designated subject.*

- (4) *Any person granted an appearance before the Board on a matter involving a Board employee shall be heard in Executive Session only.*
 - (5) *Disruptive conduct will not be permitted at any meeting of the Board nor will defamatory or abusive remarks be tolerated. Anyone who engages in such disruptive conduct shall be denied further speaking privileges and may be subject to removal by the Board Chair.*
 - (6) *The Board does not obligate itself to consider any request or proposal presented.*
- (F) *Quorum. A majority of the sitting Board members present for a meeting shall constitute a quorum to act on any matter (i.e. if a nine-member board has two current vacancies, then four trustees must be present for a quorum to be achieved). Should a quorum not be present, a roll call shall be made and a notation made of those absent. The meeting can then be adjourned.*
- (G) *Rules of order. Robert's Rules of Order shall be taken as the authority in the transaction of business should the procedure not be defined elsewhere by the Board of Trustees, the Ohio Department of Higher Education, or state statute.*
- (H) *Order of business. The normal order of business shall be as shown. The Board may, however, alter the order of business by common consent of the members in order to accommodate the time schedule of guests or individual members of the Board:*
- (1) *Call to order*
 - (2) *Recognition of visitors*
 - (3) *Roll call*
 - (4) *Public requests*
 - (5) *Agenda changes*
 - (6) *Executive session*
 - (7) *Consent agenda*
 - (8) *Old business*
 - (9) *New business*
 - (10) *Board of trustees work session*
 - (11) *Correspondence*
 - (12) *Board activity dates*

- (I) *Conflict with state laws. No policy, procedure, rule, or regulation shall be operative if it is found to be in conflict with any laws of the State of Ohio.*
- (J) *Indemnification of trustees and officers. Each trustee and officer of Stark State College now or hereafter serving as such, shall be indemnified by the legal entity against any and all claims and liabilities to which one has or shall become subject by reason of serving or having served as such trustee or officer, or by reason of any action alleged to have taken, omitted, or neglected by such trustee or officer; if acting in good faith and in a manner reasonably believed to be in or not opposed to the best interests of the legal entity, and with respect to any criminal action or proceeding, had no reasonable cause to believe conduct was unlawful; and the legal entity shall reimburse each person for all legal expenses reasonably incurred in connection with any such claim or liability.*

The amount paid to any officer or trustee by way of indemnification shall not exceed actual, reasonable, and necessary expenses incurred in connection with the matter involved.

RESOLUTION TO AUTHORIZE TUITION RATES FOR COLLEGE CREDIT PLUS FOR THE 2024-2025 ACADEMIC YEAR

Trustee Wheeler moved to approve the Resolution to Approve Tuition Rates for College Credit Plus for the 2024-2025 Academic Year. First Vice Chair Reolfi provided the second for the motion.

The Resolution was unanimously approved as follows:

**RESOLUTION
To Authorize Tuition Rates for College Credit
Plus for the 2024-2025 Academic Year**

WHEREAS, Stark State College participates in the College Credit Plus program authorized by Ohio Revised Code Section 3365.02; and

WHEREAS, secondary institutions and postsecondary institutions may enter into an agreement to establish a payment structure for tuition, textbooks, and fees in accordance with Ohio Revised Code Section 3365.07(A)(2); and

WHEREAS, it is the desire of the Board of Trustees of Stark State College to establish uniform rates for all secondary institutions participating in the program through the Memorandum of Understanding for the 2023-2024 academic year; and

WHEREAS, such agreements must be negotiated annually and approved by the postsecondary institution Board of Trustees, and participating secondary school's Board of Education, in accordance with Ohio Administrative Code 3333-1-65.6; and

THEREFORE BE IT RESOLVED that the Board of Trustees of Stark State College agrees to the following terms enumerated in the Memorandum of Understanding for the 2023-2024 academic year.

Signed this 10th day of January, 2024.

Harun Rashid
Chair, Board of Trustees

Para M. Jones, Ph.D.
President

RESOLUTION TO REQUEST OUT-OF-STATE FEE WAIVERS FOR STUDENTS TAKING COURSES AT STARK STATE COLLEGE THROUGH THE GREATER PITTSBURGH AUTOMOBILE DEALERS ASSOCIATION.

Trustee Carter moved to approve the Resolution to Request Out-of-State Fee Waivers for Students Taking Courses at Stark State College Through the Greater Pittsburgh Automobile Dealers Association. Second Vice Chair Fernandes provided the second for the motion.

The Resolution was unanimously approved as follows:

**RESOLUTION
TO REQUEST OUT-OF-STATE FEE WAIVERS FOR STUDENTS TAKING COURSES
AT STARK STATE COLLEGE THROUGH THE
GREATER PITTSBURGH AUTOMOBILE DEALERS ASSOCIATION**

WHEREAS, §381.270 of Am. Sub. H.B. 33 of the 135th General Assembly provides that the board of trustees of a state institution of higher education shall not authorize a waiver or nonpayment of instructional fees or general fees for any particular student or any class of students other than waivers specifically authorized by law or approved by the Chancellor; and

WHEREAS, the Greater Pittsburgh Automobile Dealers Association (GPADA) desires to send students to Stark State College to receive quality education in our Automotive Technology and other programs; and

WHEREAS, Stark State College desires to provide this education to GPADA students; and

WHEREAS, the College would like to request the Chancellor approve an out-of-state fee waiver for students affiliated with the GPADA for each semester in the current biennium (Spring 2024 through Summer 2025, and all summer terms beginning before June 30, 2025), waiving up to \$128 of the \$129 per credit hour of the out-of-state fee to make the College competitive with community colleges and technical schools providing automotive education; and

WHEREAS, the College's current out-of-state fee is \$129 per credit hour and the College expects to serve approximately eight students who take approximately four courses per semester (12 credit hours per semester; 24 credit hours total) for the two semesters, up to \$24,576 in out-of-state fees would be waived in the current biennium (all terms from Spring 2024 through Summer 2025, and all summer terms beginning before June 30, 2025);

THEREFORE, BE IT RESOLVED that the Board of Trustees of Stark State College authorizes the College to request that the Chancellor of the Ohio Department of Higher Education approve the out-of-state fee waiver for students of the Greater Pittsburgh Automobile Dealers Association for the time frame of January 1, 2024 through June 30, 2025.

This resolution is enacted on this 10th day of January, 2024.

Harun Rashid
Chair, Board of Trustees

Para M. Jones, Ph.D.
President

PRESIDENT'S REPORT

In addition to the written report, the following updates were provided:

- President Jones thanked all of the Trustees for participating in the College's commencement ceremony. There were 274 graduates, and 161 walked at commencement.
- We are proud to share that we had our first I PROMISE graduate at commencement through the support and partnership of the LeBron James Family Foundation. We look forward to many more graduates through the I PROMISE program.

CHAIR'S REPORT

- Chair Rashid asked Trustees to review the annual board meeting dates in Exhibit 10.2 of the board packet. Trustees indicated their approval of the annual board meeting dates.
- Chair Rashid reminded Trustees they will be receiving information from the Ohio Ethics Commission for the filing of their financial disclosure forms, which are due May 15, 2024.
- Chair Rashid asked for two Trustees who would be interested in volunteering to participate in the Board of Trustees Strategic Excellence Awards process. Trustees Carter and Wackerly volunteered to work together on these awards.

COMMUNICATIONS

Board members reviewed the upcoming calendar of events.

EXECUTIVE SESSION

At 9:05 a.m., Trustee Wheeler moved to go into Executive Session to consider the employment of a public employee, according to R.C. 121.22G (1). Trustee Carter provided the second for the motion. A roll call vote was taken, and all members voted aye.

At 10:01 a.m., First Vice Chair Reolfi moved to return to open session. Trustee Wheeler provided the second for the motion. The motion carried.

ADJOURNMENT

At 10:02 a.m., Trustee Carter moved to adjourn. Second Vice Chair Fernandes provided the second for the motion.

The motion carried.

Harun Rashid
Chair, Board of Trustees
January 10, 2024

Para M. Jones, Ph.D.
President
January 10, 2024

6.1

Record of Proceedings

Board of Trustees
Stark State College

North Canton, Ohio
February 14, 2024

REGULAR MEETING

The Board of Trustees held its regular monthly meeting on February 14, 2024 at Stark State College.

CALL TO ORDER

Chair Harun Rashid called the meeting to order at 8:05 a.m.

ROLL CALL

The following board members were present: Harun Rashid, Elaine Russell Reolfi, Marlé Fernandes (virtual), Karen Lefton (virtual), Jeffery Walters, Fonda Williams, Patricia Wackerly, Tracy Carter, and Michael Wheeler.

The following administrators were present: Para Jones, Lada Gibson-Shreve, Kevin Gardner, Stephanie Sutton, Melissa Glanz and Patrick Roberts.

RECOGNITION OF VISITORS

The following visitors were present: Bruce Wyder, Joseph Richards, Linda Remark, Tiffany Archer and Teri Ross.

PUBLIC REQUESTS

None.

AGENDA CHANGES

None.

CONSENT AGENDA

Trustee Carter moved to consider and approve the Consent Agenda. Trustee Williams provided the second for the motion.

The vote was called. The Consent Agenda was approved unanimously and included the following: *Minutes of the January 10, 2024 meeting; Personnel Actions; and Treasurer's Report.*

NEW BUSINESS**REVIEW OF FY2023 AUDITED FINANCIALS**

Trustee Walters moved to approve the FY2023 audited financials. Trustee Wackerly provided a second for the motion. The FY2023 audited financials were unanimously approved.

Comptroller Joseph Richards discussed the FY2023 audited financials for the year ended June 30, 2023. The FY2023 financials were timely filed and were accepted by the Ohio Auditor of State.

PRESIDENT'S REPORT

In addition to the written report, the following updates were provided:

- President Jones announced that Mayor Malik will be the Spring 2024 Commencement Speaker and thanked Trustee Carter for her assistance.
- Intel is coming to campus for the AI and Workforce Partnership Tour and Roundtable event on Friday, February 16 at 10 a.m. to noon. High compliments were given to Dr. Lada Gibson-Shreve and the faculty members for their excellent work on this project.
- Enrollment has increased 1.6% in head count and .06% in full-time equivalent. College Credit Plus is up 7.3%. We are grateful for the many efforts made by faculty and staff to increase enrollment.
- President Jones shared that the College is working with the County of Summit Alcohol, Drug Addiction and Mental Health Services on a possible partnership to fill in-demand workforce needs.

CHAIR'S REPORT

- Chair Rashid reminded Trustees to file their financial disclosure forms with the Ohio Ethics Commission, which are due May 15, 2024.
- Chair Rashid asked for a Trustee who would be interested in serving as an OACC representative or voting delegate. Trustee Carter shared her interest in serving in this position.

COMMUNICATIONS

Board members reviewed the upcoming calendar of events.

EXECUTIVE SESSION

At 9:01 a.m., First Vice Chair Reolfi moved to go into Executive Session to consider the employment of a public employee, according to R.C. 121.22G (1). Trustee Wheeler provided the second for the motion. A roll call vote was taken, and all members voted aye.

At 9:26 a.m., First Vice Chair Reolfi moved to return to open session. Trustee Carter provided the second for the motion. The motion carried.

ADJOURNMENT

At 9:27 a.m., Trustee Williams moved to adjourn. Trustee Lefton provided the second for the motion.

The motion carried.

Harun Rashid
Chair, Board of Trustees
February 14, 2024

Para M. Jones, Ph.D.
President
February 14, 2024

7.1

Record of Proceedings

Board of Trustees
Stark State College

North Canton, Ohio
April 12, 2024

REGULAR MEETING

The Board of Trustees held its regular monthly meeting on April 12, 2024 at Stark State College.

CALL TO ORDER

Chair Harun Rashid called the meeting to order at 8:06 a.m.

ROLL CALL

The following board members were present: Harun Rashid, Elaine Russell Reolfi (virtual), Marlé Fernandes, Karen Lefton (virtual), Jeffery Walters, Fonda Williams (virtual), Patricia Wackerly, Tracy Carter, and Michael Wheeler.

The following administrators were present: Para Jones, Lada Gibson-Shreve, Kevin Gardner, Melissa Glanz and Patrick Roberts.

RECOGNITION OF VISITORS

The following visitors were present: Frank Domino, Tiffany Archer and Teri Ross.

PUBLIC REQUESTS

None.

AGENDA CHANGES

None.

CONSENT AGENDA

First Vice Chair Reolfi moved to consider and approve the Consent Agenda. Trustee Wackerly provided the second for the motion.

The vote was called. The Consent Agenda was approved unanimously and included the following: *Minutes of the February 14, 2024 meeting; Personnel Actions; Treasurer's Report; policies: 15-13-08 Repeating a Course, 15-14-08 Compensation and Related Benefits, 15-19-07 Student Travel, 15-14-05 Faculty Rank and Promotion, 15-14-36 Cell Phone Data and Text Allowance, 15-14-22 Personal Property, and 15-14-33 Tuition Assistance.*

NEW BUSINESS**BUDGET REVISION #2**

Trustee Fernandes moved to approve Budget Revision #2. Trustee Walters provided a second for the motion. Budget Revision #2 was unanimously approved.

Vice President/Chief Financial Officer Kevin Gardner shared that enrollment has improved. There has been an increase in revenue of \$900,000, a decrease in expenditures of \$700,000, and a \$1.6 million increase to surplus. This is all good news, as we have met our goals this year on the operating budget.

RESOLUTION TO INCREASE GENERAL FEE

Trustee Carter moved to approve the Resolution to Increase General Fee. Trustee Wheeler provided a second for the motion. The resolution was unanimously approved.

MOTION TO APPROVE TEACH-OUT AGREEMENT WITH EASTERN GATEWAY COMMUNITY COLLEGE

Trustee Walters moved to approve the Teach-Out Agreement with Eastern Gateway Community College. Trustee Wackerly provided a second for the motion. The agreement was approved. At the May 8, 2024, there will be time for any additional questions regarding the agreement if needed.

RESOLUTION TO REQUEST APPROVAL OF PARTIAL IN-STATE TUITION WAIVERS FOR STUDENTS FROM EASTERN GATEWAY COMMUNITY COLLEGE WHO TRANSFER DURING THE SUMMER AND FALL 2024 SEMESTERS

Second Vice Chair Reolfi moved to approve the Resolution to Request Approval of Partial In-State Tuition Waivers for Students from Eastern Gateway Community College who Transfer during the Summer and Fall 2024 Semesters. Trustee Walters provided a second for the motion. The resolution was unanimously approved.

RESOLUTION TO REQUEST OUT-OF-STATE FEE WAIVERS FOR FORMER STUDENTS OF EASTERN GATEWAY COMMUNITY COLLEGE TAKING COURSES AT STARK STATE COLLEGE THROUGH A TEACH-OUT AGREEMENT

Second Vice Chair Reolfi moved to approve the Resolution to Request Out-of-State Fee Waivers for Former Students of Eastern Gateway Community College Taking Courses at Stark State College through a Teach-Out Agreement. Trustee Walters provided a second for the motion. The resolution was unanimously approved.

PRESIDENT'S REPORT

In addition to the written report, the following updates were provided:

- President Jones announced that Lt. Governor Jon Husted will be visiting main campus on Friday, April 19 at 10A for a roundtable discussion on Artificial Intelligence with Stark and Summit County businesses.
- President Jones announced that Stark State College received a \$1.75 million Strengthening Community Colleges Training grant from the U.S. Department of Labor. The grant funds will be used to increase enrollment, graduation and connections with health care employers in Stark State College's nursing programs, with a focus on underserved students. Stark State was one of only 16 institutions nationwide to receive one of these highly competitive grants.
- Enrollment is currently at 2.1% in head count and .05% in full-time equivalent.
- President Jones shared that she attended the event held at Campbell City Schools (Mahoning County) where Governor DeWine announced a \$10.5 million grant for expansion of workforce

and education partnerships. Stark State has had a presence at Campbell Schools for several years, thanks to a state capital appropriation.

CHAIR’S REPORT

- Chair Rashid reminded Trustees to file their financial disclosure forms with the Ohio Ethics Commission, which are due May 15, 2024.
- Chair Rashid asked Trustee Wackerly if she would like to continue another one-year term on the Stark State College Foundation Board. Trustee Wackerly volunteered to serve another term.
- Trustees were reminded of an email they received with a Save the Date from Governor DeWine for the Trustees Conference on June 5, 2024.

COMMUNICATIONS

Board members reviewed the upcoming calendar of events.

EXECUTIVE SESSION

At 9:09 a.m., Trustee Wheeler moved to go into Executive Session to discuss details related to security matters, according to R.C. 121.22(G)(6). Trustee Carter provided the second for the motion. A roll call vote was taken, and all members voted aye.

At 9:49 a.m., Trustee Carter moved to return to open session. Trustee Wheeler provided the second for the motion. The motion carried.

ADJOURNMENT

At 9:50 a.m., Trustee Carter moved to adjourn. Trustee Walters provided the second for the motion.

The motion carried.

Harun Rashid
Chair, Board of Trustees
April 12, 2024

Para M. Jones, Ph.D.
President
April 12, 2024