RECORD OF PROCEEDINGS

Board of Trustees
Stark State College

REGULAR MEETING

The Board of Trustees of the Stark State College held its regular monthly meeting at Stark State College at 6200 Frank Avenue NW, North Canton, Ohio 44720 on January 18, 2012.

CALL TO ORDER

Chairman Michael Thomas called the meeting to order at 6:35 p.m.

RECOGNITION OF VISITORS

The following visitors were present: Marcia Addison, John David, Steve Spradling, Mike Zerbe, Glenda Zink, and Kathy Ross.

The following administrators were present: Tom Chiappini, Dorey Diab, Paul Feaser, David Johnson, Celeste Jones, and Cheri Rice.

ROLL CALL

The following Board members were present: Kari Groh, Stanley Jonas, Christopher Maurer, William Schweizer, Michael Thomas, and Fonda Williams. Jeffrey Halm was unable to attend the meeting.

PUBLIC REQUESTS

There were no public requests.

AGENDA CHANGES

Chairman Thomas made one agenda change. An Executive Session was added to discuss the compensation of a public employee. Trustee Maurer moved to approve the agenda change. Trustee Jonas provided the second for the motion. The motion carried.

CONSENT AGENDA

Trustee Williams moved to consider the Consent Agenda. Trustee Groh provided the second for the motion. The motion carried.

Interim President Chiappini addressed item E on the Consent Agenda (Agreement for the Ohio Association of Community Colleges Risk Management and Insurance Program). Mr. Chiappini explained that the agreement would allow us to participate in a consortium of two-year colleges that would receive a group rate on the purchase of risk insurance (property, liability, umbrella, etc.). Participation would result in about $40,000 in savings per year. The Board asked for more clarity on how and when termination is possible. Mr. Chiappini was unable to locate that information in the agreement and indicated he would have to research the issue.
Controller David Johnson reviewed the financials. He indicated that revenues and expenditures were running very close to the prior year. A budget revision was on the agenda under New Business.

Trustee Schweizer moved to approve items A through D on the Consent Agenda and table item E (Agreement for the Ohio Association of Community Colleges Risk Management and Insurance Program) until further information is provided on terminating from the agreement. Trustee Williams provided the second for the motion. The motion carried with Trustee Maurer abstaining from the Personnel Actions with no related comments.

Approved on the Consent Agenda were Minutes of Board meetings held on November 16, November 21, December 11, and December 21, 2011; Financial Statements; Personnel Actions; and the Board Meeting Schedule for 2012.

Later in the meeting, Mr. Chiappini located the answer to the question related to terminating participation in the Ohio Association of Community College Risk Management and Insurance Program. The answer was located in section 4.4 (Voluntary Withdrawal of Membership) of the agreement. Withdrawal is not permitted until three years of participation are completed. After the third year, participation is year to year. In response to several questions, Mr. Chiappini responded that this agreement had been vetted through the two-year college business officers and internally through our contract expert. He indicated there was no down side to participation.

Trustee Schweizer moved to approved participation in the Ohio Association of Community College Risk Management and Insurance Program with a review after July 2014 to determine if continued participation is warranted. Trustee Jonas provided the second for the motion. The motion carried.

OLD BUSINESS

UPDATE ON STATUS OF BRIDGE PROJECT – TOM CHIAPPINI

Mr. Chiappini reported that on January 9 the Ohio Controlling Board approved the purchase of the property to construct a pedestrian bridge over Mega Street. There were some inspections, soil, and environmental tests to be done before closing. Mr. Chiappini anticipated closing in a few weeks.

NEW BUSINESS

THE EVOLUTION AND UTILIZATION OF THE BUSINESS AND ENTREPRENEURIAL CENTER – TOM CHIAPPINI, GLENDA ZINK, AND STEVE SPRADLING

Interim President Chiappini introduced Dean Glenda Zink and Director Steve Spradling to talk about the new Business and Entrepreneurial Center. Dr. Zink and Mr. Spradling provided a Powerpoint presentation (attached to the minutes) after which a tour of the facility was given to the Board members.

PROPOSED BUDGET REVISION – TOM CHIAPPINI AND DAVID JOHNSON

Interim President Chiappini explained that the annual budget is approved by the Board each May or June for the coming fiscal year. Budget revisions are permitted three times per year and are typically presented for approval following reallocations and/or as a result of enrollment outcomes.

Controller David Johnson indicated that the budget revision being presented for approval at this meeting was a result of both not achieving enrollment projections for Spring Semester and reallocation of funds.
The decrease under Student Fees was $2.1 million or 4.7 percent. With slightly higher than anticipated state revenues, the total impact on revenues was $1.6 million for a total decrease of 2.3 percent.

With regard to expenditures, too much was allocated to Employee Benefits in the original budget. There was an increase in bad debt expenses covered under Miscellaneous. The result of the adjustments to expenditures was a $459,000 adjustment equating to a decrease of 0.7 percent in expenses.

As a result of the adjustments to the revenues and expenditures, the projected reserve for the 2011-2012 fiscal year was modified from $1.4 million to $275,000. This reduces the projection for operating days in reserve from 131 to 124.

In response to questions raised by the Board, Mr. Johnson talked about how timing of reports and one extra pay period reflect on the figures under Personnel Services. He also explained some of the cost containment efforts being reviewed, i.e., class sizes, consortium agreements to reduce various expenditures, utility costs. Chairman Thomas asked if there was a possibility that the revenue from the College Store could be higher than projected. Mr. Johnson indicated that it was a possibility.

Trustee Schweizer asked when student fees for Spring Semester would be locked in. Mr. Johnson responded that they would be locked in the end of January. Trustee Schweizer asked to review the budget again in February after the revenue from tuition is finalized.

Trustee Maurer moved to approve the budget revision for fiscal year 2011-2012. Trustee Williams provided the second for the motion. The motion carried.

TRUSTEE CONFERENCE OPPORTUNITIES – CHAIRMAN MICHAEL THOMAS

The trustees discussed the upcoming opportunities to attend conferences in Ohio and nationally. The members were to e-mail Laurie Shankle with their interest in attending these conferences.

INTERIM PRESIDENT’S REPORT

WIND ENERGY R & D CENTER
- Settled cost sharing with Timken.
- We are currently working on shop drawings for the foundation.
- Waiting for drawings from Timken’s engineers.
- Once shop drawings approved, will begin the foundation for the test machine.

ADDITION TO FUEL CELL BUILDING
- Waiting on steel (probably two weeks from now).
- Still on schedule for completion in November.
- The exterior foundations are poured.

GAS AND OIL INDUSTRY
- Kirk Schuring is advocating for a downtown training site in this Capital Bill.

MATERIALS JOINING CENTER
- Next Step - meeting tomorrow with Barberton to work on lease agreement with Foundation.
- Once the lease is finalized, we will decide what we will do moving forward.
SAFETY CAMPUS
- We have been working on developing a campus that would house our emergency services programs and eventually our OPOTA police officer training.
- In addition to our credit programs, we would be able to continue offering safety training for outside agencies.
- Will allow manufacturers to test safety equipment products via live situations.
- Working with two partners on the development of the Safety Campus in a remote location off site.

CAPITAL BUDGET
- Good news on amount - $400 million.
- Not cut as significantly as projected.
- E. Gordon Gee is heading up a committee developing a plan for distribution of funds.
- The OBR will be assigned $50 million to distribute for special projects.
- It is likely that the process will not conclude until November (after election).
- They need information from us by second week of February (they already have it).
- The two-year colleges are being represented on Dr. Gee’s committee by OACC President Ron Abrams, President of Lakeland Community College Morris Beverage, and President of Zane State Community College Paul Brown.

GRADUATION – JANUARY
- 405 degrees granted to 376 students.
- All trustees were in attendance.

GRADUATION – MAY
- Sunday, May 20, at 2 p.m.
- Speaker will be Kathy Catazaro-Perry
  - Graduate (1995 nursing) and new mayor of Massillon.

CERTIFICATE CEREMONY
- A few years ago began holding a ceremony for certificate completers
- Wednesday, December 21 - there were 124 students who received 131 One Year OBR Certificates (not all attended ceremony).
- There were 223 Career Enhancement Certificate awarded to 180 students (not all attended ceremony).

SOLAR CAR
- The “Solar Clipper” participated in the national Sunrayce in ’90 and ’93.
- Will be donated to the McKinley Museum.

ALL-COLLEGE UPDATE
- Faculty returned on Monday, January 9.
- All College Update in a packed auditorium.
- Dr. Jones was on hand to say a few words at the beginning and the end. She was well-received.
- Updates were given by the administrators.
- Division, department and training sessions held throughout the week for faculty and staff.

Provost Dorey Diab reported on recent grant activity as follows:
Grant from Herbert W. Hoover Foundation - $100,000
- Second-year funding of Community Sustainability Partnership (3-yr. grant must be renewed each year).
- Focuses on advancement of sustainability at SSC and Stark County communities.
- Imbedding this into the curriculum.

Department of Labor Technical Training Grant
- SSC receiving $880,992 of $5 million state grant managed by Ohio Department of Job and Family Services and the Ohio Board of Regents.
- Goal at SSC to serve 125 dislocated workers or long-term unemployed who have prior IT experience.
- Includes assessment, advising, IT training, internship and Ohio Job Training.
- Ultimate goal: job placement.

Vice President Cheri Rice reported on enrollment for Spring Semester 2012. Classes started on January 17. First day headcount was 15,558. This was .4 percent below last year on the first day of the term. Full-time equivalent (FTE) enrollment on the first day was 4,516, which was down 6 percent from last year. Trustee Schweizer asked how that figure lined up with the budget revision. Mr. Johnson responded that it was considered and built into the budget.

Trustee Jonas asked if enrollment in specific areas was declining. Vice President Rice responded that the decline is across the board, but that she and Provost Diab are examining the enrollment figures of each program to see if changes in marketing or other aspects need to be revised. Trustee Jonas asked that the next Board meeting include information about how we flex and react if trends are discovered across-the-board or programmatically. Trustee Maurer asked if Kent Stark’s figures could be available at the next meeting. Dr. Diab spoke of the efforts to manage efficiencies in the classroom, such as class size, to accommodate budget changes.

Mrs. Rice reviewed how changes in federal financial aid eligibility requirements have impacted FTE. She indicated that students must now successfully complete 67 percent of the courses they enroll to take each semester. With that in mind, some students are being counseled to take fewer courses in which they are enrolled each term. This is an effort to help them be successful and maintain financial aid eligibility. Vice President Rice indicated that an upside to this situation is that we retain more students.

Trustees Maurer and Schweizer asked about the lower new student headcount. Vice President Rice responded that the calculation was done differently this year due to a new way to calculate the enrollment of students registering in dual enrollment courses. Trustee Jonas asked for a better explanation of this at the next Board meeting.

Chairman Thomas asked the trustees if they had any comments.

Trustee Maurer congratulated the trustees on the fact that everyone attended graduation. He remarked that it speaks to the commitment of the Board.

Trustee Jonas thanked Professor Mike Zerbe for leading the way onto the stage and remarked how rewarding it was to be a part of the ceremony.

Trustee Schweizer said he enjoyed the opportunity to see the beautiful new building and asked about the person who would oversee the entrepreneurship program. He also indicated that it would be wise to consider, if it had not been already, a human subject policy as it would relate to possible marketing
projects and surveys in the marketing labs. Trustee Jonas explained how the University of Mount Union works with businesses to establish mentorships. Dr. Diab commented that part of the arrangement for entrepreneurs utilizing the incubator offices will be that they provide Stark State students with internships.

Trustee Williams suggested consideration of a requirement that entrepreneurs who become successful do not leave the area once they are up and running. Mr. Chiappini noted that the College is working with the Stark Development Board and the Chamber of Commerce on such details. Dr. Thomas said he would like for the Board to see the incubator contract when it is ready.

EXECUTIVE SESSION

At 8:50 p.m., Trustee Maurer moved to go into Executive Session to consider the compensation of a public employee according to R.C. 121.22 G (1). Trustee Jonas provided a second for the motion. A roll call vote was taken with all members voting aye.

At 9:12 p.m., Trustee Schweizer moved to return to Open Session. Trustee Williams provided the second for the motion. The motion carried.

COMMUNICATIONS

Items of communication were provided in the packet for this meeting.

BOARD ACTIVITY DATES

Board members were asked to review the activity chart and notify the President’s Office of events they plan to attend.

ADJOURNMENT

The meeting adjourned at 9:13 p.m.

Michael Thomas, Chairman
February 15, 2012

Para M. Jones, President
February 15, 2012