REGULAR MEETING

The Board of Trustees of the Stark State College District held its regular monthly meeting at Stark State College located at 6200 Frank Avenue NW, North Canton, Ohio 44720 on March 21, 2012.

CALL TO ORDER

Chairman Michael Thomas called the meeting to order at 6:40 p.m.

RECOGNITION OF VISITORS

The following visitors were present: Michael Droney, Bobby Hamlet, Gloria Komer, Carrilyn Long, Irene Motts, and Tamara Thomas.

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

ROLL CALL

The following Board members were present: Jeffrey Halm, Stanley Jonas, Christopher Maurer, Bill Schweizer, Michael Thomas, and Fonda Williams. Kari Groh could not attend.

PUBLIC REQUESTS

There were no public requests.

AGENDA CHANGES

The trustees were informed that two of the travel authorizations listed on the Out-of-State Travel report under Communications were being cancelled. The travel was to Atlanta for Sharepoint Administrator 2010 Boot Camp.

CONSENT AGENDA

Trustee Williams moved to open discussion on the Consent Agenda. Vice Chairman Halm provided the second for the motion.

Chief Operating Officer and Treasurer Tom Chiappini reviewed the financials. Because fall and spring tuition have been collected, the revenue from student fees is at 92.2 percent with a portion of the summer tuition yet to be added. The College receives approximately $2 million per year in State Support for Instruction, and that money is being received as scheduled. With regard to expenditures, Mr. Chiappini noted that the Information and Communication line item indicates that 71 percent of the marketing budget has been utilized already this year. He noted that this is acceptable because the fall and spring advertising are complete. The fund still possesses what will be needed for the remainder of the fiscal year. Mr. Chiappini commented that the Facilities line item changed considerably this month because payments related to the construction of the Business and Entrepreneurial Center were dispersed. Mr. Chiappini
reported that a cross-functional team will be convened to discuss expenditures for the remainder of the fiscal year.

Chairman Thomas asked that the April meeting include a review of the reserves over the past ten years.

There were several policies being submitted for Board approval. President Jones reported that the policies had been through the shared governance process and were recommended for approval by President’s Cabinet. Trustee Maurer asked if any of the policies needed explanation.

Mr. Chiappini explained that the Initial Employment Policy was the result of faculty and staff asking that a 90-day probation period for new hires be implemented.

Vice Chairman Halm moved to approve the Consent Agenda. Trustee Maurer provided the second for the motion. The motion carried.

Approved on the Consent Agenda were Minutes from 2/15/12; Financial Statements; Personnel Actions; an Initial Employment Policy; a Responsibilities, Duties, Code of Ethics, Length of Programs Policy; a Policy Defining Semesters and Credit Hours; and a Policy on Personal Property.

NEW BUSINESS

STUDENT AT “ONE VOICE” LEGISLATIVE SUMMIT – PARA JONES AND BOBBY HAMLET

President Jones introduced student Bobby Hamlet to talk about his path to Stark State and how his experiences at the College have impacted his life. Mr. Hamlet was recently chosen to speak at the Ohio Association of Community College’s One Voice Legislative Summit. He also accompanied Dr. Jones to a speaking engagement at a Canton Rotary meeting and told his story to the Rotarians.

Mr. Hamlet thanked Dr. Jones and the Board for inviting him to speak. He explained that he is enrolled in the Human and Social Services Program. Mr. Hamlet talked about the fact that he held a good job until the economy took a turn for the worse. After losing his job, he struggled with alcohol addiction. He went through a treatment program and has been clean for four years. Mr. Hamlet enrolled at Stark State (for the second time in his life) in Fall 2009. His addiction battles led him to a field of study that would allow him to be part of the solution, not the problem. Mr. Hamlet’s goal is to finish his associate’s degree and transfer to the University of Akron to complete a bachelor’s degree. While at Stark State, he has led the formation of a student group called “Heads-Up,” with the goal of improving the retention and graduation rates of African American men.

The Board members thanked Mr. Hamlet for sharing his story.

Carrilyn Long, Dean of the Education and Human Services Division, was a guest at this meeting and explained the transfer and employment options available to graduates of Stark State’s Human and Social Services Program.

OLD BUSINESS

REVIEW OF NEW STUDENT STATISTICS – PARA JONES AND CHERI RICE

President Jones indicated that this portion of the agenda would be used to respond to enrollment related questions the Board members posed at the February meeting.
Vice President Cheri Rice provided a five-year history of new student enrollment. The charts are attached to the minutes.

Vice President Rice explained that the last two years have included a new focus on student success. She explained that as important as access is to enrollment, it is vital to work toward student success measures that result in retention. Mrs. Rice noted that this focus is evident when reviewing the enrollment figures for this spring compared to last spring. There are 1.5 percent more students enrolled than there were last year at this time.

Trustee Maurer asked what caused an increase in headcount but a fall in full-time equivalent (FTE) numbers. Mrs. Rice responded that there was one introductory computer course that changed from a four hour course to a three-hour course, the new Math Emporium Model changed the way developmental math is taught and reduced the number of courses a student must take, and the standards of academic progress (SAP) were modified in such a way that it became necessary to advise students to take fewer hours in order to remain eligible for financial aid. Dr. Jones added that, with the economy improving, many students who were previously unemployed have gone back to work and decreased their course load.

Trustee Jonas asked what occurs from a staffing perspective when enrollment levels off. Vice President Rice explained that most of the adjustments can be made by reducing the number of adjunct instructors. Mr. Chiappini indicated that this can be done because adjuncts are given contracts semester-by-semester.

President Jones noted that another request from last month’s meeting was to provide a detailed explanation of the compensation package for faculty and staff approved in June 2011. The Board members wanted to know more about the calculations and financial implications. Because four of the seven members went through the process last year, Dr. Jones met with each of the three new Board members and provided them with the explanations they were seeking.

**BOARD WORK SESSION**

**INTRODUCTION TO BOARD PORTAL – PARA JONES AND MICHAEL DRONEY**

Because the Board members expressed an interest in converting to paperless Board meetings, Chief Information Officer Michael Droney put together a team from the Information Technology Division and Marketing and Communications to develop access to the College’s portal for the Board members.

Mr. Droney presented a “trial version” of the Board tab and explained current features and asked for input from the Board members. Features included a dashboard, access to press releases, a location to archive meeting materials, a schedule of meeting dates, and access to policies and procedures, just to name a few.

Mr. Droney explained that there would be a link to current meeting materials that would accomplish the goal of having paperless meetings. A decision was made to provide iPads at the meetings for trustees who do not have person iPads. The goal would be to begin this effort at the April Board meeting.

Chairman Thomas thanked Mr. Droney for his presentation.

**PRESIDENT’S REPORT**

President Jones reported that she sent out her first monthly report to the Board and the College community. The report is titled @Stark State. Her goal is to get the newsletter/report out just prior to each Board meeting as a way to keep everyone informed, and also to keep the President’s Report portion of the meeting as short as possible.

Dr. Jones commented on two items that had transpired after her report was distributed:
The College recently hosted its annual Envirofun event. This event is held to introduce high school students to environmental issues. This year’s activities were attended by 270 students from 7 school districts.

Dr. Jones has been asked to serve on the Ohio Board of Regent’s Commercialization Task Force, which is being chaired by Regent Vinod Gupta. There are only two community college presidents on the committee. The goal of the group is to provide a recommendation to the governor regarding how Third Frontier funds could be distributed to enhance commercialization. In the past, these funds have gone largely to research and development.

EXECUTIVE SESSION

At 7:50 p.m., Trustee Halm moved to go into Executive Session to consider the employment of a public employee according to R.C. 121.22 G (1). Trustee Williams provided a second for the motion. A roll-call vote was taken and all members voted aye.

At 8:27 p.m., Trustee Williams moved to return to Open Session. Trustee Halm 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 8:30 p.m.

Michael L. Thomas, D.D.S.    Para M. Jones, Ph.D.
Chairman     President