



BOARD OF TRUSTEES MEETING

Wednesday, April 9, 2025

8:00 A.M.

Stark State College

6200 Frank Avenue NW

Third Floor, Room S304

North Canton, OH 44720



**STARK STATE COLLEGE
BOARD OF TRUSTEES MEETING
Wednesday, April 9, 2025 - 8:00 a.m.
Board Room S304**

ITEM	ENC.	ACTION	PRESENTER
I. Call to Order			E. Russell Reolfi
II. Roll Call			E. Russell Reolfi
III. Recognition of Visitors			E. Russell Reolfi
IV. Public Requests			E. Russell Reolfi
V. Agenda Changes			E. Russell Reolfi
VI. Consent Agenda*		X	E. Russell Reolfi
A. Minutes of Board Meeting on 3/12/2025	6.1		
B. Personnel Actions	6.2		
C. Treasurer's Report	6.3		
<i>From President's Cabinet</i>			
D. 15-14-03 Contracts and Records	6.4		
E. 15-14-21 Initial Employment	6.5		
F. 15-14-24 Family and Medical Leave	6.6		
G. 15-19-13 Anti-Hazing	6.7		
VII. New Business			
VIII. President's Report			P. Jones
IX. Chair's Report			E. Russell Reolfi
X. Communications			E. Russell Reolfi
A. Security Report	10.1		
B. Out-of-State Travel Log			
C. Calendar of Board Activity Dates	10.2		
XI. Executive Session			E. Russell Reolfi
XII. Adjournment			E. Russell Reolfi

*Confirmation of Consent Agenda items submitted by the President. Any item may be removed from the Consent Agenda by a Board member asking the Chair to consider the item separately.

Record of Proceedings

Board of Trustees
Stark State College

North Canton, Ohio
March 12, 2025

REGULAR MEETING

The Board of Trustees held its regular monthly meeting on March 12, 2025 at Stark State College Main Campus.

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, Tracy Carter, Jeffery Walters, Patricia Wackerly, Michael Wheeler, Jennifer Stamp, and Jason Dodson.

The following board member was not able to attend: Fonda Williams.

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

RECOGNITION OF VISITORS

The following visitors were present: Collyn Floyd, Tiffany Archer and Teri Ross.

PUBLIC REQUESTS

None.

AGENDA CHANGES

None.

CONSENT AGENDA

Trustee Wheeler moved to consider and approve the Consent Agenda. Trustee Dodson provided the second for the motion.

The vote was called. The Consent Agenda was approved unanimously and included the following: *Minutes of the February 12, 2025 board meeting; Personnel Actions; Treasurer's Report; and 15-13-03 Credit Residency Requirement.*

NEW BUSINESS

BUDGET REVISION #2

CFO/VP of Business Gardner shared the details of the Budget Revision #2. Our overall revenues have increased, and expenses are tracking very well. There were minor revisions made to the expense categories. The surplus shown in the budget revision is slightly under \$900,000.

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

RESOLUTION TO APPROVE OUT-OF-STATE FEE WAIVERS THROUGH THE U.S. NAVAL COMMUNITY COLLEGE

First Vice Chair Reolfi moved to approve the Resolution to approve out-of-state fee waivers for sailors, marines, and coast guardsmen taking courses at Stark State College through the U.S. Naval Community College. Trustee Wheeler provided the second for the motion. The motion was unanimously approved.

The Resolution was approved as follows:

RESOLUTION TO REQUEST OUT-OF-STATE FEE WAIVERS FOR SAILORS, MARINES AND COAST GUARDSMEN TAKING COURSES AT STARK STATE COLLEGE THROUGH THE US NAVAL COMMUNITY COLLEGE

WHEREAS, H.B. 96, as introduced, of the 136th General Assembly requires that any waiver of tuition for a student or class of students at a state-assisted institution of higher education be approved by the institution's board of trustees and the Chancellor of the Ohio Department of Higher Education; and

WHEREAS, Stark State College is one of 119 American higher education institutions selected to partner with the United States Navy in establishing the US Naval Community College (USNCC); and

WHEREAS, Stark State College seeks to provide high-quality educational programs and services to Sailors, Marines and Coast Guardsmen from all 50 states; and

WHEREAS, the College would like to waive up to \$128 of the \$129 per credit hour of the out-of-state fee to make the College competitive with community colleges and universities across the nation; and

WHEREAS, the College's current out-of-state fee is \$129 per credit hour and the College expects to serve approximately 200 students who take approximately two courses per semester (six credit hours per semester; 12 credit hours total) for the two semesters, up to \$307,200 in out-of-state fees would be waived in the current biennium (all terms from Fall 2025 through Summer 2027, and all summer terms beginning before June 30, 2027);

THEREFORE, BE IT RESOLVED that the Board of Trustees of Stark State College authorizes the College President to request that the Chancellor of the Ohio Department of Higher Education approve the out-of-state fee waivers for Sailors, Marines and Coast Guardsmen taking courses at Stark State College through the USNCC for the time frame of July 1, 2025 through June 30, 2027.

This resolution is enacted on this 12th day of March, 2025.

Harun Rashid
Chair, Board of Trustees

Para M. Jones, Ph.D.
President

RESOLUTION TO REQUEST APPROVAL OF TUITION WAIVERS

Trustee Dodson moved to approve the Resolution to approve tuition waivers for employees of the city of Akron. Trustee Stamp provided the second for the motion. The motion was unanimously approved.

The Resolution was approved as follows:

**RESOLUTION
TO REQUEST APPROVAL OF TUITION WAIVERS FOR
EMPLOYEES OF THE CITY OF AKRON**

WHEREAS, H.B. 96, as introduced, of the 136th 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, Stark State College desires to request that the Chancellor approve tuition waivers for employees of the City of Akron, Administration, Council Members, and family members thereof (collectively “Employees”) including in-state rates of instructional and general fees for each semester in the current biennium (Fall 2025 through Summer 2027, and all summer terms beginning before June 30, 2027); and

WHEREAS, the College estimates the tuition charges for 825 credit hours will be waived each year using the standard tuition rate to calculate the amount of tuition charges to be waived. Tuition charges are the sum of the Instructional Fee and the General Fee. At the current tuition rate of \$199.60, the total tuition waived for 825 credit hours would be \$164,670. If tuition increases during the term of the Agreement, the tuition waived will increase accordingly; and

WHEREAS, the College desires to waive the tuition for and provide access to open seats in any class late in the registration cycle;

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 tuition waivers for Employees of the City of Akron for the time frame of July 1, 2025 through June 30, 2027.

This resolution is enacted on this 12th day of March, 2025.

Harun Rashid
Chair, Board of Trustees

Para M. Jones, Ph.D.
President

RESOLUTION TO APPROVE THE REQUEST OF OUT-OF-STATE FEE WAIVERS THROUGH THE GREATER PITTSBURGH AUTOMOBILE DEALERS ASSOCIATION (GPADA).

First Vice Chair Reolfi moved to approve the Resolution to request out-of-state waivers for students taking courses at Stark State College through the Greater Pittsburgh Automobile Dealers Association (GPADA). Trustee Wackerly provided the second for the motion. The motion was unanimously approved.

The Resolution was 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, H.B. 96, as introduced, of the 136th 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 (Fall 2025 through Summer 2027, and all summer terms beginning before June 30, 2027), 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 Fall 2025 through Summer 2027, and all summer terms beginning before June 30, 2027);

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 July 1, 2025 through June 30, 2027. This resolution is enacted on this 12th day of March, 2025.

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 shared by President Jones:

- Provost Dr. Gibson-Shreve shared a presentation on Artificial Intelligence (AI) in Academic Affairs at the College. She shared information regarding Stark State's AI courses and how AI is being used in the classrooms. In support of the Ohio K-12 statewide initiatives, Stark State faculty members are teaching students how to use AI in K-12 classrooms. Faculty members are also using it to identify ways to help craft discussion prompts, write weekly announcements, and enhance curriculum. She also shared that College employees are using AI to assist in establishing SMART Goals, emails, annual reports, and various other documents.
- VP of Advancement Dr. Roberts shared a presentation on the Stark State Foundation and grants. He shared a story featured in the Beacon Journal where one of our Akron students was displaced from her apartment building due to unsafe building conditions. The foundation was able to assist her with housing, food and basic needs during this difficult time. He also provided an update on private

fundraising and grants which is nearing \$10 million, nearly tripling since 2022. He shared we now have 20 new endowed funds which have been created in the past three years. He reminded Trustees about the upcoming Scholars and Benefactors Luncheon on May 2, 2025.

- President Jones thanked the Trustees who attended the event
- Provost Gibson-Shreve provided an update on the Bachelors of Science in Nursing Program (BSN). The Higher Learning Commission's (HLC's) visit on main campus went very well. We should hear back from HLC in regards to their recommendation in the near future. Thank you to Second Vice Chair Carter who shared the Trustees' support during the BSN visit. Our target to offer the BSN is Fall 2025.

CHAIR'S REPORT

- Chair Rashid shared that we will have a deep dive into Artificial Intelligence at another upcoming board meeting.
- Chair Rashid mentioned the survey results from last year's Board Retreat. We will make the survey available and allow time for completion during this year's retreat to maximize participation.
- Chair Rashid reminded trustees about filing their annual financial disclosure statement, which is due May 15, 2025.

COMMUNICATIONS

Board members reviewed the upcoming calendar of events in Exhibit 10.2.

EXECUTIVE SESSION

At 9:21 a.m., Second Vice Chair Carter moved to go into Executive Session to consider the employment of a public employee, according to R.C. 121.22G (1). First Vice Chair Reolfi provided the second for the motion. A roll call vote was taken, and all members voted aye.

At 10:02 a.m., Trustee Wackerly moved to return to open session. Second Vice Chair Carter provided the second for the motion. The motion carried.

ADJOURNMENT

At 10:03 a.m., First Vice Chair Reolfi moved to adjourn. Trustee Wackerly provided the second for the motion. The motion carried.

Harun Rashid
Chair, Board of Trustees
March 12, 2025

Para M. Jones, Ph.D.
President
March 12, 2025

PERSONNEL ACTIONS
Board Agenda
April 9, 2025

NEW HIRES AND EMPLOYEE STATUS CHANGES

Name	Title	Department	Rate	Effective Date	Comments
Berens, Robert	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Campsey, Lori	Administrative Assistant I	Career Services & Workforce Development	\$17.59/Hour	3/25/2025	Replacement
Collmar, Samantha	Massage Clinic Supervisor (Temporary / PT)	Massage Therapy	\$19.13/Hour	1/13/2025	Temporary 1/7/2025 through 5/16/2025
Donovan, Amy	Gateway Student Support Assistant, Admissions	Advising & Gateway Student Services	\$20.42/Hour	3/17/2025	Replacement / Non-benefit eligible
Elliott, Cassie	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Remark, Linda	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Manse, Christopher	Police Science Instructional Assistant (PT)	Law Enforcement	\$36.01/Hour	3/1/2025	Additional role / Non-benefit eligible
Maroon, Anthony	Police Science Instructional Assistant (PT)	Law Enforcement	\$36.01/Hour	3/12/2025	Non-benefit eligible
Myers Rocker, Tia	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Parker, Wayne	Police Science Instructional Assistant (PT)	Law Enforcement	\$36.01/Hour	3/1/2025	Non-benefit eligible
Phillips, David	EMS Instructional Assistant (PT)	Emergency Services	\$38.61/Hour	1/21/2025	Non-benefit eligible
Ross, Teri	Executive Administrative Assistant to the President	President's Office	\$1,400/Annual	3/10/2025	Stipend as Special Projects Manager
Sackett, Catherine	Accounting and Finance Tutor (PT)	Accounting & Finance	\$18.88/Hour	3/20/2025	Additional role / Non-benefit eligible
Salmen, Eric	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Shephard, Bryan	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Shirey, Danielle	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Slutz, Laura	Accounting and Finance Tutor (PT)	Accounting & Finance	\$18.68/Hour	3/20/2025	Additional role / Non-benefit eligible
Starr, Eugene	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Thomas, Kristin	From: Enrollment Representative To: Enrollment Representative - Akron	From: Admissions To: Student Services - Akron	No Change	4/14/2025	Change of location, department & POSN number
Trumpower, Peter	From: Director, Institutional Research, Planning & To: Executive Director of Institutional Effectiveness	No Change	\$113,933/Annual	3/10/2025	Promotion
Umstead, Jennifer	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Vanderark, Georgia	Testing Center Specialist (PT)	Learning & Engagement	\$17.87/Hour	3/12/2025	Replacement / Non-benefit eligible
Vanhove, Sydney	Kid's College Instructor (PT)	Education	\$28.84/Hour	4/22/2025	Temporary
Varga, Chris	Adjunct CDL Credit (Instructional Assistant)	Automotive, Transportation & CDL	\$38.61/Hour	3/11/2025	Non-benefit eligible
Zampelli-Wegner, Danielle	From: Enrollment Representative - Akron To: Customer Relationship Management Coordinator (CRM)	From: Student Services - Akron To: Admissions	From: \$59,271/Annual To: \$63,469/Annual	3/17/2025	Promotion

RETIREMENTS/SEPARATIONS

Name	Title	Department	Effective Date
Hostetler, Marc (Retire)	Associate Professor	English, Language & Social Sciences	9/1/2025
Nordine, Faith	Writing Center Tutor	English	5/15/2025
Vega, Robert	Campus Security Officer	Campus Security	3/7/2025
Wonders, Constance	Advisor - Return Advising Center	Academic Affairs	1/16/2025

**Summary Notes for Treasurer's Report
Stark State College
For the Month Ended February 28, 2025
Fiscal Year 2025**

- Revenue categories are mostly higher than last year. Tuition and Fees are higher due to the better Summer & Spring enrollment and tuition increases. Appropriations are higher this year due to increased State Share of Instruction.
- Labor costs are higher this year due to the general wage increase and health insurance premium increases.
- Maintenance & Repairs, Miscellaneous and Capital Equipment expenses are higher than last year. Supplies, Travel, Communications & Marketing costs are lower than last year.
- Revenues and expenses are both in line with or better than the budget.

STARK STATE COLLEGE
Statement of Revenues and Expenditures
Unrestricted Educational & General
For the 8 Months Ended February 28, 2025 and 2024

Budget Revision 11/13/24

	Current Year			Prior Year		
	Current Annual Budget	Activity To Date	% Of Annual Budget	Prior Annual Budget	Activity To Date	% Of Annual Budget
REVENUES:						
State Appropriation	\$32,410,285	\$21,557,662	66.5%	\$31,893,068	\$21,371,673	67.0%
Student Fees	35,900,836	33,790,229	94.1%	34,266,637	32,668,756	95.3%
Private Gifts, Grants & Contracts	350,000	95,619	27.3%	104,575	217,402	207.9%
Governmental Grants & Contracts	0	0	0.0%	11,000	0	0.0%
Sales & Services: Educational Activities	19,000	7,693	40.5%	18,650	14,630	78.4%
Indirect Costs	236,000	79,330	33.6%	141,044	44,417	31.5%
Other Sources	3,323,358	2,836,095	85.3%	3,350,385	1,964,988	58.6%
Total Revenues	\$72,239,479	\$58,366,628	80.8%	\$69,785,359	\$56,281,866	80.6%
OTHER ADDITIONS:						
Transfers in	50,000	0	0.0%	50,000	0	0.0%
Total Revenues & Other Additions	\$72,289,479	\$58,366,628	80.7%	\$69,835,359	\$56,281,866	80.6%
EXPENDITURES:						
Personnel Services	\$36,162,103	\$23,091,361	63.9%	\$36,088,730	\$22,609,326	62.6%
Employee Benefits	12,667,256	8,626,695	68.1%	12,893,019	8,270,419	64.1%
Supplies	1,547,336	573,862	37.1%	1,505,981	582,457	38.7%
Travel	406,960	181,392	44.6%	252,480	203,892	80.8%
Information & Communications	2,005,043	1,097,077	54.7%	1,887,274	1,237,217	65.6%
Maintenance & Repairs	3,797,754	2,270,917	59.8%	3,603,610	1,713,014	47.5%
Miscellaneous	12,268,026	3,481,780	28.4%	10,626,615	3,140,899	29.6%
Capital Equipment	690,000	217,589	31.5%	338,602	146,542	43.3%
Total Expenditures	\$69,544,478	\$39,540,674	56.9%	\$67,196,311	\$37,903,766	56.4%
OTHER REDUCTIONS:						
Mandatory Transfers	\$0	\$0	0.0%	\$0	\$0	0.0%
Non-Mandatory Transfers:	2,670,111			2,566,150		
Technology Fee		1,062,746 ¹			1,027,079	
Facilities Fee		1,518,207 ²			1,467,257	
Other (Scholarships/Grants)		0 ³			7,245	
Non-Mandatory Transfers		\$2,580,953	96.7%		\$2,501,581	97.5%
Total Expenditures & Other Reductions	\$72,214,589	\$42,121,627	58.3%	\$69,762,461	\$40,405,347	57.9%
NET INCREASE (DECREASE) IN FUND BALANCE	\$74,890	\$16,245,001		\$72,898	\$15,876,519	
Reserves						
Reserve, 6/30/24	\$49,666,730	Days in Reserve 261		Committed Reserves:		
Less committed Reserves	(7,863,669)			Akron	522,159	
Anticipated Operating Surplus	74,890			Hoover	0	
Anticipated Bookstore Net Income (from Pg. 5)	50,000			Barberton	0	
Unencumbered Reserve, 6/30/25	\$41,927,951	220		CDL	25,000	
				Alliance	0	
				White Pond	0	
				Access	7,316,510	
				Total	7,863,669	
Non-Mandatory Transfers						
	Beginning Balance	Transferred In	Expended	Remaining Balance		
¹ Technology Fee	\$593,998	\$1,062,746	\$0	\$1,656,744		
² Facilities Fee	\$3,052,468	\$1,518,207	\$141,679	\$4,428,996		
³ Other (Scholarships, TRIO, UBMS)	\$0	\$0	\$0	\$0		
	\$3,646,466	\$2,580,953	\$141,679	\$6,085,740		

STARK STATE COLLEGE.
Consolidated Balance Sheet
Current & Endowment Funds
As of February 28, 2025 and 2024

	Current Year						Prior Year					
	Unrestricted		Restricted	Endowment	Interfund Eliminations	Totals (Memorandum Only)	Unrestricted		Restricted	Endowment	Interfund Eliminations	Totals (Memorandum Only)
	Educational and General	Auxiliary Enterprise					Educational and General	Auxiliary Enterprise				
ASSETS:												
Cash & Short-term investments	16,924,930	\$9,691	0	119,533		17,054,154	17,674,544	\$9,531	0	119,533		17,803,608
Insurance Reserve (Health & Dental)	1,963,923					1,963,923	2,426,926					2,426,926
Accounts receivable	16,455,774	0	57,617			16,513,392	14,043,451	(219,677)	106,922			13,930,696
Inventory	0	902,835				902,835	0	790,770				790,770
Prepaid & Deferred expenses	789,320	111,191	0			900,511	1,355,398	112,962	0			1,468,360
Other receivables	6,059,098	79,678	1,857,101			7,995,876	6,523,242	239,610	2,091,179			8,854,031
Long-term investments	39,069,687					39,069,687	37,182,854					37,182,854
Interfund Advances:												
Due from Educational & General Fund		12,572,122	321,775	366,416	(13,260,313)	0		12,882,621	519,720	340,143	(13,742,485)	0
Total Assets	\$81,262,732	\$13,675,517	\$2,236,493	\$485,949	(\$13,260,313)	\$84,400,379	\$79,206,413	\$13,815,818	\$2,717,821	\$459,677	(\$13,742,485)	\$82,457,244
LIABILITIES:												
Accounts Payable	\$113,278	\$3,934	\$0			\$117,212	\$296,628	\$363,556	\$45,738			\$705,922
Payroll, accrued wages, wthholdings & deductions	1,036,832	0	0			1,036,832	883,318	0	0			883,318
Accumulated sick leave & vacation	939,259	18,258				957,517	934,943	17,408				952,352
Accrued health & dental benefits	706,609					706,609	662,764					662,764
Accrued retirement liability - current	332,909					332,909	313,138					313,138
Insurance claims	1,180,458					1,180,458	1,173,606					1,173,606
Other installment purchases	54,856	0				54,856	111,946	0				111,946
Deferred leases	5,229,175					5,229,175	5,562,470					5,562,470
Other payables & accrued expenses	207,497	36	0			207,533	1,335,302	36	0			1,335,338
Deferred revenues	42,296					42,296	0					0
Interfund advances:												
Due to Auxiliary Enterprise Fund	12,572,122				(12,572,122)	0	12,882,621				(12,882,621)	0
Due to Current Restricted Fund	321,775				(321,775)	0	519,720				(519,720)	0
Due to Loan Fund	4,279					4,279	6,844					6,844
Due to Endowment Fund	366,416				(366,416)	0	340,143				(340,143)	0
Due to Plant Fund	5,393,308					5,393,308	4,586,637				0	4,586,637
Total Liabilities	28,501,068	22,228	0	0	(13,260,313)	15,262,983	29,610,082	381,001	45,738	0	(13,742,485)	16,294,336
Fund Balances:												
Unappropriated	50,315,155	13,653,289	2,236,493	485,949		66,690,886	47,149,822	13,434,817	2,672,083	459,677		63,716,399
Appropriated	2,446,509					2,446,509	2,446,509					2,446,509
Total Fund Balances	52,761,664	13,653,289	2,236,493	485,949		69,137,395	49,596,331	13,434,817	2,672,083	459,677		66,162,908
Total Liabilities & Fund Balances	\$81,262,732	\$13,675,517	\$2,236,493	\$485,949	(\$13,260,313)	\$84,400,379	\$79,206,413	\$13,815,818	\$2,717,821	\$459,677	(\$13,742,485)	\$82,457,244

STARK STATE COLLEGE
Balance Sheet
Current Funds: Unrestricted Educational & General
As of February 28, 2025 and 2024

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS:		
Cash & Short-term investments	16,924,930	17,674,544
Insurance Reserve (Health & Dental)	1,963,923	2,426,926
Accounts receivable	16,455,774	14,043,451
Prepaid & Deferred expenses	789,320	1,355,398
Other receivables	6,059,098	6,523,242
Long-term investments	39,069,687	37,182,854
Interfund Advances:		
Total Assets	<u><u>\$81,262,732</u></u>	<u><u>\$79,206,413</u></u>
LIABILITIES:		
Accounts Payable	\$113,278	\$296,628
Payroll, accrued wages, withholdings & deductions	1,036,832	883,318
Accumulated sick leave & vacation	939,259	934,943
Accrued health & dental benefits	706,609	662,764
Accrued retirement liability - current	332,909	313,138
Insurance claims	1,180,458	1,173,606
Other installment purchases	54,856	111,946
Deferred leases	5,229,175	5,562,470
Other payables & accrued expenses	207,497	1,335,302
Deferred revenues	42,296	0
Interfund advances:		
Due to Auxiliary Enterprise Fund	12,572,122	12,882,621
Due to Current Restricted Fund	321,775	519,720
Due to Loan Fund	4,279	6,844
Due to Endowment Fund	366,416	340,143
Due to Plant Fund	5,393,308	4,586,637
Total Liabilities	<u><u>\$28,501,068</u></u>	<u><u>\$29,610,082</u></u>
Fund Balances:		
Unallocated	50,315,155	47,149,822
Allocated	2,446,509	2,446,509
Total Fund Balance	<u><u>52,761,664</u></u>	<u><u>49,596,331</u></u>
Total Liabilities & Fund Balance	<u><u>\$81,262,732</u></u>	<u><u>\$79,206,413</u></u>
Changes in Fund Balance:		
Beginning Fund Balance:		
Unappropriated [included in RESERVE]	\$34,070,154	\$31,273,303
Appropriated [included in RESERVE]	2,446,509	2,446,509
Additions & Reductions:		
Current Year Revenues & Transfers in	58,366,628	56,281,866
Current Year Expenditures & Transfers out	(42,121,627)	(40,405,347)
Net increase (decrease)	16,245,001	15,876,519
Ending Fund Balance	<u><u>\$52,761,664</u></u>	<u><u>\$49,596,331</u></u>

STARK STATE COLLEGE

Balance Sheet

Current Funds: Auxiliary Enterprises - Bookstore & Culinary Sales

As of February 28, 2025 and 2024

	Current <u>Year</u>	Prior <u>Year</u>
ASSETS		
Cash	\$9,691	\$9,531
Book Inventory	634,679	534,231
Supply Inventory	268,156	256,539
Receivables/Deposit Ch Sales	0	(219,677)
Other Receivables	79,678	239,610
Prepaid Expenses	111,191	112,962
Due from Educational & General Fund	12,572,122	12,882,621
Total Assets	<u><u>\$13,675,517</u></u>	<u><u>\$13,815,818</u></u>
 LIABILITIES AND FUND BALANCE:		
Accounts payable	\$450	\$366,012
Sales Tax Payable	3,484	(2,456)
Accrued Expenses	36	36
Wages, Vacation & Sick Benefits Payable	18,258	17,408
Fund Balance	13,653,289	13,434,817
Total Liabilities & Fund Balance	<u><u>\$13,675,517</u></u>	<u><u>\$13,815,818</u></u>
 Changes in Fund Balance:		
Beginning Fund Balance:		
Unappropriated [Included in RESERVE]	\$13,150,067	\$13,238,478
 Current Year Income	2,886,170	2,764,929
Current Year Expenses	(2,382,948)	(2,568,590)
Net Income	503,222	196,339
 Ending Fund Balance	<u><u>\$13,653,289</u></u>	<u><u>\$13,434,817</u></u>
 Projected Net Income	<u><u>\$50,000</u></u>	

STARK STATE COLLEGE
Balance Sheet
Current Funds: Restricted
As of February 28, 2025 and 2024

	Current <u>Year</u>	Prior <u>Year</u>
ASSETS:		
Federal Department Receivables	\$57,617	\$106,922
Other Receivables	1,857,101	2,091,179
Due from Educational & General Fund	321,775	519,720
Total Assets	<u>\$2,236,493</u>	<u>\$2,717,821</u>
 LIABILITIES AND FUND BALANCE:		
Accounts Payable	\$0	\$45,738
Fund Balance	<u>2,236,493</u>	<u>2,672,083</u>
Total Liabilities & Fund Balance	<u>\$2,236,493</u>	<u>\$2,717,821</u>
 Changes in Fund Balance:		
Beginning Fund Balance		
Unexpended	\$1,238,392	\$630,355
Additions & Reductions:		
Current Year Revenues & Transfers in	20,810,430	17,379,603
Current Year Expenditures & Transfers out	(19,812,328)	(15,337,875)
Unexpended	<u>\$2,236,493</u>	<u>\$2,672,083</u>

STARK STATE COLLEGE
Balance Sheet
Endowment Fund
As of February 28, 2025 and 2024

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS:		
Investments (SSC Foundation -TKM)	\$119,533	\$119,533
Due from Educational & General Fund	366,416	340,143
Total Assets	<u>\$485,949</u>	<u>\$459,677</u>
 FUND BALANCES:		
Fred Campbell (Accounting)	\$1,000	\$1,000
Wixcey (Accounting)	3,000	3,000
Lucas (Accounting)	1,804	1,804
Jack Speyer (Accounting)	3,424	3,424
Robert Ray Memorial	2,375	2,375
Belden Village Merchants	352	352
Edgar H. Sloane Scholarship	14,263	14,263
Margaret E. Raridan Scholarship	59,096	59,096
Virgil D. Steiner Scholarship	7,750	7,750
Timken Foundation Scholarship	366,416	340,143
Presidential Scholarship	26,470	26,470
Total Fund Balance	<u>\$485,949</u>	<u>\$459,677</u>
 Changes in Fund Balance:		
Beginning Fund Balance		
Unappropriated	\$466,076	\$456,977
Additions & Reductions:		
Unappropriated Revenue & Transfers in	37,234	17,440
Current Year Expenditures & Transfers out	(17,361)	(14,740)
 Ending Fund Balance	<u>\$485,949</u>	<u>\$459,677</u>

NEW/REVISED STARK STATE COLLEGE POLICY

Name of Policy: 15-14-03 Contracts and Records

Approved by President's Cabinet on: March 5, 2025

New/Revised: Revised

History of the issue: This policy was revised to modify the notice of non-reappointment from March 15 to April 5 to better align with fall enrollment goals and projections. Another revision was made to reflect the electronic notice and acceptance of contracts.

CURRENT/PROPOSED WORDING

POLICY:

The College uses an employment contract for each salaried employee in the administrative and professional, instructional, and technical/paraprofessional categories. **The College maintains accurate and relevant personnel and payroll files.** ~~Additionally, the College recognizes that employees expect information about them stored in personnel and payroll files to be accurate and relevant.~~ Federal and state laws require that certain information be gathered and maintained in personnel and payroll files. Many of these records are available to the public upon request (ORC Law Section 149.43).

PROCEDURE:

(A) Salaried Personnel

- (1) A standard contract form adopted by the Board of Trustees shall be completed ~~in duplicate~~ annually for each salaried employee in the administrative and professional, instructional, and technical/paraprofessional categories.
 - (a) The standard instructional contract shall be 180 days.
 - (b) Employees in the Technical/Paraprofessional classification will be issued annual contracts under the following schedule.

Years of Service at SSC	Annual Contract
1-5	250 Day
6-12	245 Day
13-19	240 Day
20+	235 Day

- (c) Employees in the Administrative and Professional classifications will be issued annual contracts whose terms of duty exceed 180 days. Contracts issued during the fiscal year will have a **pro-rated** salary and non-contract days. Employees in the Administrative and Professional

classification whose term of duty exceeds 240 days will have their non-contract days increased by five (5) days once the employee reaches thirteen (13) years of service and increased an additional five (5) days once the employee reaches twenty (20) years of service.

- (d) The Human Resources Office will establish a calendar each year indicating the days of duty for holders of the various length contracts.
 - ~~(e)~~ Holders of contracts whose terms of duty exceed 180 days shall work out mutually acceptable schedules of on-duty days with their immediate supervisors and shall request off-duty days by completing a **Leave and Time Off Request Form in mySSC**, provided by Payroll in the Business Office.
 - (f) In the event that an employee voluntarily elects to work more than the required number of days in his contract, the Board of Trustees reserves the right, under special circumstances, to grant any part or all of the additional time worked as accrued leave, either in subsequent contract or upon final termination.
- ~~(2) — The administration has the option of extending compensation to any salaried employee in the administrative and professional, instructional, and technical/paraprofessional categories on an extended contract.~~
- (3) Other than in exceptional cases, as mentioned in paragraphs 8 and 9 of this rule, notice of non-reappointment may be given by the College in writing to an employee no later than ~~March 15~~ **April 5** unless a multi-year contract is in effect, in which case notice of non-reappointment must be given one year prior to the expiration of the contract.
 - (4) Subject to adequate appropriations by the Ohio Legislature, the College shall annually give written notice to the employee of their salary for the forthcoming year. For employees under contract, tender of the standard contract shall constitute written notice.
 - ~~(5)~~ The **employee's electronic signature on their contract serves as acceptance** employee shall notify the Business Affairs Office in writing of acceptance or non-acceptance of the salary and/or continued appointment on the **wage statement form** provided within 15 calendar days after receipt of the contract. ~~Returning the signed contract to the Business Affairs Office shall constitute acceptance in writing.~~
 - (6) Failure to ~~return~~ **electronically sign** the contract to the Business Affairs Office within 15 days **of issuance** voids the contract and constitutes voluntary resignation **barring extenuating circumstances with approval by the President.**
 - (7) Salary will be paid via direct deposit in approximately equal installments on a biweekly basis, but only after services have been rendered, less any legally authorized deductions.

- (8) Employment contracts are predicated upon representations regarding education, experience, qualifications, and background which, if subsequently proven to be inaccurate, shall cause the contract to be voidable at the discretion of the Board of Trustees.
- (9) Employment contracts are conditioned upon compliance with all rules and regulations, and policies and procedures as set forth by Stark State College. Violation of such rules and regulations, or policies and procedures, or of any of the terms of this agreement shall cause this contract to be voidable at the discretion of the President and subject to ratification by the Board of Trustees. Any such action by the President to void a contract shall be effective upon the President's notice to the employee. The Board of Trustees shall take a ratification vote of the President's action at the earliest time practicable following the President's action.
- (10) Upon completion of three years of full-time service with the College, an exempt salaried employee may be recommended for a three-year appointment, renewable each year, as provided in Evaluation of Personnel rule 3357:15-14-06 of the Administrative Code. Full-time contract status for three years is required for three-year appointment.

(B) Hourly Personnel

- (1) All employees paid on an hourly basis, including office and clerical, service and maintenance, and part-time instructional personnel, shall complete a time sheet biweekly showing days and hours worked during the pay period.
- (2) All hourly employees shall be paid on a biweekly basis, but only after services have been rendered, less any legally authorized deductions.
- (3) Contracts will not be issued to hourly employees.

(C) Personnel Records

- (1) The Office of Human Resources shall maintain and be responsible for the personnel files for the employees of the College.
- (2) The following records shall be maintained for all personnel.
 - (a) ~~Letter of~~ Employment Application (if applicable)
 - (b) Resume
 - (c) Letters of Recommendation if supplied and/or requested
 - (d) Payroll Information Form(s)
 - (e) Appropriate medical documents if required and/or requested

- (f) Requests for Family Medical Leave
 - (g) Transcripts and/or educational records illustrating that the employee has the credential that the College required for the position; professional certification if appropriate
 - (h) Conflict of Interest form
 - (i) Insurance application forms or waiver of same
 - (j) Tuition reimbursement and supporting documentation
 - (k) Discipline administered
 - (l) Performance Evaluations
 - (m) Upon separation, Letters of Resignation or notice of non-reappointment, ~~and summary of exit interview if appropriate.~~
- (3) Payroll in the Business Office shall maintain and be responsible for the payroll files for the employees of the College.
- (a) Retirement System Forms
 - (b) Contracts and/or time sheets
 - (c) Sick leave, personal leave, and vacation records
 - (d) Forms authorizing payroll deductions
 - (e) Employment history of Stark State College, including summary of salaries and wages advancement; and promotion
 - (f) W-4s, state withholding forms, garnishments, pay information, wage deduction and acknowledgements.

NEW/REVISED STARK STATE COLLEGE POLICY

Name of Policy: 15-14-21 Initial Employment

Approved by President's Cabinet on: March 5, 2025

New/Revised: Revised

History of the issue: This policy was revised to modify the initial appointment period of March 15 to April 5 to align with the fall enrollment projections. Also, the job performance expectation has been changed from acceptable to meets expectations to match the wording in performance evaluations.

CURRENT/PROPOSED WORDING

POLICY:

- (A) The initial employment period for Stark State College contract employees (excluding adjunct faculty) begins with the first day of employment and concludes no later than ~~April 5~~ ~~March 15th~~ of the fiscal year for which the current signed employee contract is in effect.

Guidelines

- (1) Human Resources will provide the supervisor with the job description/job posting as well as the Initial Employment Policy for all new hires at the time of hire.
- (2) The supervisor will provide expectations for performance at the time of hire. This will include providing the evaluation form at the time of hire- ~~through the~~ ~~onboarding portal.~~
- (3) An employee may be notified of non-renewal of a contract at any time during the initial employment period if the supervisor concludes that the employee is not progressing or performing acceptably.
- (4) Under appropriate circumstances, the initial employment period may be extended at the discretion of the supervisor and in conjunction with Human Resources.
- (5) During the initial employment period, and at the end of the initial employment period, the supervisor and the employee will discuss the employee's performance.
- (6) Provided the job performance is "~~acceptable~~ ~~meets expectations,~~" the employee will continue employment under the conditions of the current contract.

- (B) The initial employment period for Stark State College non-contract employees begins with the first day of employment and concludes on the ninetieth (90th) calendar day of employment.

Guidelines

- (1) Human Resources will provide the supervisor with the job description/job posting as well as the Initial Employment Policy for all new hires at the time of hire.
- (2) The supervisor will provide expectations for performance at the time of hire. This will include providing the evaluation form at the time of hire, ~~through~~ **through the onboarding portal.**
- (3) An employee may be discharged at any time during the initial employment period if the supervisor concludes that the employee is not progressing or performing acceptably.
- (4) Under appropriate circumstances, the initial employment period may be extended at the discretion of the supervisor and in conjunction with Human Resources.
- (5) During the initial employment period and at the end of the initial employment period, the supervisor will provide a work review for the employee.

Provided the job performance is ~~“acceptable”~~ **“meets expectations,”** the employee will continue employment under the conditions of the current work agreement

NEW/REVISED STARK STATE COLLEGE POLICY

Name of Policy: 15-14-24 Family and Medical Leave

Approved by President's Cabinet on: March 5, 2025

New/Revised: Revised

History of the issue: This policy was revised to update the language and to clarify eligibility and qualifying events.

CURRENT/PROPOSED WORDING

POLICY:

Pursuant to the Family and Medical Leave Act (FMLA) of 1993 (as amended), Stark State College will grant up to ~~12 twelve~~ weeks of ~~job-protected~~ leave (or up to ~~twenty-six 26~~ weeks of military caregiver leave to care for a covered service member with a serious health condition) during a ~~rolling 12-month~~ review period to eligible employees. The leave may be paid, unpaid, or a combination of paid and unpaid leave, depending on the circumstances of the leave and as specified in this policy.

- (A) Eligibility: To qualify to take Family Medical Leave (FML) under this policy, the employee must meet all of the following conditions:
- (1) the employee must have worked for the College for ~~12 twelve~~ months or ~~fifty-two 52~~ weeks. The ~~twelve 12~~ months or ~~fifty-two 52~~ weeks need not have been consecutive. Separate periods of employment will be counted, provided that the break in service does not exceed seven years. Separate periods of employment will be counted if the break in service exceeds seven years due to National Guard or Reserve military service obligations or when there is a written agreement, including a collective bargaining agreement, stating the ~~College's employer's~~ intention to rehire the employee after the service break. For eligibility purposes, an employee will be considered to have been employed for an entire week even if the employee was on the payroll for only part of a week or if the employee is on authorized leave during the week.
 - (2) The employee must have worked at least ~~1,250 one thousand, two hundred, and fifty~~ hours during the ~~twelve 12-month~~ period immediately before the date when the leave is requested to commence. Hours spent on paid or unpaid ~~FML leave~~ are not counted as hours worked in determining the ~~1,250~~

~~one thousand, two hundred, and fifty~~ hours eligibility test for an employee under the ~~(FML)~~ FMLA.

- (B) Eligible employees are entitled to ~~12 twelve~~ weeks of unpaid FML each year for the following qualifying events—(Note: Military caregiver leave FML is ~~twenty-six~~ 26 weeks of leave.):
- (1) The birth of a child and to bond with the newborn child within one year of birth;
 - (2) The placement with the employee of a child for adoption or foster care and to bond with the newly placed child within one year of placement;
 - (3) To care for an immediate family member, i.e., spouse, child, parent who has a serious health condition;
 - (4) A serious health condition that makes the employee unable to perform the essential functions of his or her job;
 - (5) Any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is on covered active duty or called to covered duty status as a member of National Guard, Reserves, or Regular Armed Forces; or
 - (6) Twenty-six workweeks of leave during a single ~~twelve~~ 12-month period to care for a covered service member with a serious injury or illness if the eligible employee is the service member's spouse, son, daughter, parent, or next of kin (military caregiver leave).
- (C) Amount of Leave
- (1) An eligible employee can take up to ~~twelve~~ 12 weeks for the FML circumstances (1) through (6) above. Under this policy, Stark State College uses a rolling ~~12-month review-back twelve-month~~ period beginning with the first instance of FML.
 - (2) Each time an employee takes FML leave, the College will compute the amount of leave the employee has taken under this policy in the last ~~twelve~~ 12 months and subtract it from the ~~twelve~~ 12 weeks of available leave, and the balance remaining is the amount the employee is entitled to take at that time.
 - (3) If two Stark State College employees request to take FML leave for the birth of the same child, adoption, or placement of the same child in foster care, or to care for the same parent with a serious health condition, the employees

may only take a combined total of ~~twelve~~ 12 weeks of FML leave. If the employees request to take FML leave to care for the same covered injured or ill service member, the employees may only take a combined total of ~~twenty-six~~ 26 weeks of FML leave.

(D) Employee Status and Benefits during FML Leave

- (1) While an employee is on unpaid leave, the College will continue all enrolled benefits during the unpaid FML leave period at the same level and under the same conditions as if the employee had continued to work. If the employee does not return to work, the College will require the employee to reimburse the College for the amount it paid for the employee's portion of the continuation of all enrolled benefits during the unpaid FML leave period.
- (2) If the employee returns to work, the College will deduct the amount paid for the employee's portion of the continuation of all enrolled benefits during the unpaid FML leave period from the employee's pay.

(E) Employee Status after Leave

- (1) An employee who takes leave under this policy may be required to provide a fitness for duty (FFD) clearance from the health care provider.
- (2) Generally, an employee who takes FML will be able to return to the same position or a position with equivalent status, pay, benefits, and other employment terms. The position will be the same or one which is virtually identical in terms of pay, benefits, and working conditions. The College may choose to exempt certain key employees from this requirement and not return them to the same or similar position.

(F) Disability Leave/Workers' Compensation

Instances in which an employee concurrently uses vacation, personal, or sick leave during periods when the employee is receiving partial pay under disability leave or workers' compensation will be handled pursuant to federal regulations.

(G) Intermittent Leave or a Reduced Work Schedule

- (1) The employee may take FML in ~~twelve~~ 12 consecutive weeks, may use the leave intermittently (take a day periodically when needed over the year) or, under certain circumstances, may use the leave to reduce the workweek or workday, resulting in a reduced hour schedule. In all cases, the leave may not exceed a total of twelve 12 workweeks (or ~~twenty-six~~ 26 workweeks when

authorized under the military caregiver leave provisions). The College may temporarily transfer an employee to an available alternative position with equivalent pay and benefits if the alternative position would better accommodate the intermittent or reduced schedule, in instances where leave for the employee or employee's immediate family member is foreseeable and for planned medical treatment, including recovery from a serious health condition or to care for a child after birth, or placement for adoption or foster care.

- (2) For the birth, bonding, adoption, or foster care of a child, the College and the employee must mutually agree to the schedule before the employee may take the leave intermittently or work a reduced hour schedule. Leave for birth, bonding, adoption, or foster care of a child must be taken within one year of the birth or placement of the child.
- (3) If the employee is taking leave for a serious health condition or due to the serious health condition of an immediate family member, the employee should try to reach agreement with the College before taking intermittent leave or working a reduced hour schedule. If this is not possible, the employee may be asked to provide documentation confirming the leave is medically necessary.

(H) Certification of a Qualifying Event

- (1) A request for FML must be substantiated with satisfactory certification provided within ~~fifteen~~ 15 calendar days of the request for leave. If the leave is due to a serious health condition of the employee, employee's immediate family member, or covered service member, certification must be submitted by an appropriate health care provider. Certification must be provided on the proper form available in the Human Resources Department. If the leave is due to adoption, foster care placement, active duty leave, or covered active duty leave, documentation must be submitted from the appropriate agency.
- (2) If the College has sufficient information to designate the leave as FMLA leave immediately after receiving notice of the employee's need for leave, the College may provide the employee with the designation notice at that time.
- (3) The College reserves the right to request a second opinion if the validity of the certification is questioned. This is done at the College's selection and expense.
- (4) If necessary, to resolve a conflict between the original certification and the second opinion, the College and the employee will mutually select a third health care provider at the College's expense. This third opinion will be

considered final. The employee will be provisionally entitled to leave and benefits under the FML pending the second and/or third opinion. The College may deny FML to an employee who refuses to release relevant medical records to the health care provider designated to provide a second or third opinion.

- (5) The College will require certification of the qualifying exigency for military family leave. The employee must respond to such a request within 15 days of the request or provide a reasonable explanation for the delay. Failure to provide certification may result in a delay or denial of leave.
- (6) The College will require certification for the serious injury or illness of the covered service member. The employee must respond to such a request within ~~fifteen~~ 15 days of the request or provide a reasonable explanation for the delay. Failure to provide certification may result in a delay or denial of leave.
- (7) The College may request recertification for the serious health condition of the employee or the employee's immediate family member, no more frequently than every thirty days and only when circumstances have changed significantly, or if the ~~employer~~ College receives information casting doubt on the reason given for the absence, or if the employee seeks an extension of their leave. Otherwise, the College may request recertification for the serious health condition of the employee or the employee's immediate family member every six months in connection with an FML absence. In no instance will leave of any type extend beyond one calendar year. In compliance with HIPAA Medical Privacy Rules, the College will obtain the employee or the employee's immediate family member's permission to obtain clarification on any individually identifiable health information in the case of recertification.
- (8) ~~Per the Family Medical Leave Act FMLA, the College is required to maintain records and documents relating to FMLA medical certifications and recertifications of employees or their family members as confidential medical records.~~
- (9) Failure to comply with the College's request for documentation may result in discipline. The College will refer to the Corrective Action and Discipline policy in these situations.

DEFINITIONS - For purposes of this policy, the following definitions shall apply:

Covered active duty	In the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; in the case of a member of a Reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in section 101(a)(13)(B) of title 10, United States Code.
Covered service member	A member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy.
Immediate family member	<p>Spouse; parent; biological, adopted, or foster child; stepchild; and the child of an employee standing in loco parentis.</p> <p>Spouse means a husband or wife as defined or recognized in the state where the individual is married, including common law marriage and same-sex marriage.</p> <p>Parent means a biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the employee when the employee was a child. This term does not include “parents-in-law.”-</p> <p>Son or Daughter means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 eighteen years of age or who is 18 eighteen years of age or older and incapable of self-care because of a mental or physical disability at the time that FML is to commence. For military caregiver or qualifying exigency leaves, the covered son or daughter may be of any age.</p> <p>A parent will be entitled to take FML to care for a son or daughter 18 eighteen years of age or older, if the adult son or daughter:</p>

	<p>(1) has a disability as defined by the American's with Disabilities Act (ADA) at the time the leave is to commence;</p> <p>(2) is incapable of self-care due to that disability;</p> <p>(3) has a serious health condition; and</p> <p>(4) is in need of care due to the serious health condition.</p> <p>It is only when all four requirements are met that an eligible employee is entitled to family medical protected leave to care for their adult son or daughter.</p>
Next of kin	The closest blood relative of the injured or recovering service member.
Qualifying exigency	<ol style="list-style-type: none"> 1. Issues arising from the military member's short notice deployment (i.e., deployment within seven or less days of notice). For a period of up to seven days from the day the military member receives notice of deployment, an employee may take qualifying exigency leave to address any issue that arises from the short-notice deployment. 2. Attending military events and related activities, such as official ceremonies, programs, events and informational briefings, or family support or assistance programs sponsored by the military, military service organizations, or the American Red Cross that are related to the member's deployment. 3. Certain childcare and related activities arising from the military member's covered active duty, including arranging for alternative childcare, providing childcare on a non-routine, urgent, immediate need basis, enrolling in or transferring a child to a new school or day care facility. 4. Certain activities arising from the military member's covered active duty related to care of the military member's parent who is incapable of self-care, such as arranging for alternative care, providing care on a non-routine, urgent, immediate need basis, admitting or transferring a parent to a new care facility, and attending certain meetings with staff at a care facility, such as meetings with hospice or social service providers.

	<ol style="list-style-type: none"> 5. Making or updating financial and legal arrangements to address a military member's absence while on covered active duty, including preparing and executing financial and healthcare powers of attorney, enrolling in the Defense Enrollment Eligibility Reporting System (DEERS), or obtaining military identification cards. 6. Attending counseling for the employee, the military member, or the child of the military member when the need for that counseling arises from the covered active duty of the military member and is provided by someone other than a health care provider. 7. Taking up to fifteen 15 calendar days of leave to spend time with a military member who is on short-term, temporary Rest and Recuperation leave during deployment. The employee's leave for this reason must be taken while the military member is on Rest and Recuperation leave. 8. Certain post-deployment activities within ninety days of the end of the military member's covered active duty, including attending arrival ceremonies, reintegration briefings and events, and other official ceremonies or programs sponsored by the military, and addressing issues arising from the death of a military member, including attending the funeral. 9. Any other event that the employee and College employer agrees is a qualifying exigency.
Serious health condition	<p>Family Medical Leave FMLA divides serious health conditions for which Family Medical Leave FML may be taken into these four categories:</p> <ol style="list-style-type: none"> 1. conditions requiring an overnight stay in a hospital or other medical care facility; 2. conditions that incapacitate you or your family member (for example, unable to work or attend school) for more than three consecutive days and have ongoing medical treatment (either multiple appointments with a health care provider, or a single appointment and follow-up care such as prescription medication);

	<ol style="list-style-type: none"> 3. chronic conditions that cause occasional periods when you or your family member are incapacitated and require treatment by a health care provider at least twice a year; and 4. pregnancy (including prenatal medical appointments, incapacity due to morning sickness, and medically required bed rest).
Serious injury or illness in the case of member of armed forces	<p>In the case of a member of the Armed Forces (including a member of the National Guard or Reserves), means an injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.</p> <p>In the case of a veteran who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during a period when the person was a covered service member, means a qualifying (as defined by the Secretary of Labor) injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.</p>

NEW/REVISED STARK STATE COLLEGE POLICY

Name of Policy: 15-19-13 Anti-Hazing

Approved by President's Cabinet on: March 5, 2025

New/Revised: Revised

History of the issue: This policy was revised to clarify language and also comply with state requirements.

CURRENT/PROPOSED WORDING

POLICY:

Stark State College strictly prohibits hazing in any form as prescribed in Ohio Revised Code Section 2903.31 and Public Law No. 118-173 and will investigate and respond to all reports of hazing as outlined in this Policy.

- (A) This policy applies to Stark State College students, student organizations, student groups, and employees. This Policy also applies to volunteers acting in an official capacity that advise or coach student organizations and/or student groups who have direct contact with students. Stark State College has jurisdiction under this Policy whether the conduct occurs on or off campus. Violations may also be subject to civil and criminal penalties under Ohio law.

This Anti-Hazing Policy applies to conduct that occurs on or off-campus, between two or more people who are affiliated with the College, or any student or other organization associated with the College.

- (B) Public Law No. 118-173 defines hazing as any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:
1. is committed in the course of an initiation, into an affiliation with, or the maintenance of membership in, a student organization; and
 2. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization, of physical or psychological injury.
- (C) Hazing means doing any of the following: pressuring, causing, forcing, soliciting, or coercing any person to do any of the following for the purpose of initiative, admitting, or affiliating an individual into or with a student group or student organization; continuing or enhancing an individual's membership or status in a student group or student organization; or perpetuating or furthering a tradition or ritual of a student group or student organization. Specific examples include:
1. Engaging in any conduct prohibited by local, state, or federal law ~~federal and/or state and/or municipal criminal law~~, regardless of whether an arrest is made or criminal

charges are brought;

2. Taking into their body any food, liquid (including alcohol), drug, or other substance that subjects the person to a substantial risk of mental or physical harm; ~~and/or;~~
3. Causing or creating a substantial risk of causing mental or physical harm to another and/or engage in any act or omission that contributes to the death of another;
4. Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body or similar activity;
5. Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
6. Causing, coercing, or otherwise inducing another person to perform sexual acts;
7. Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
8. Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, state, or federal law.

- (D) The implied or expressed consent of a student to hazing is not a defense to a Student Code of Conduct violation. Furthermore, retaliation against any person who reports hazing or who participates in a hazing investigation pursuant to this policy is in violation of the Student Code of Conduct and is subject to disciplinary action.

STARK STATE COLLEGE - CRIME STATISTICS REPORT

January 1, 2024 -March 28, 2025

REPORTED CRIME STATS FOR CLERY ACT			
<i>Required to report these statistics to Department of Education once a year.</i>			
CATEGORY	VENUE	2024 Statistics	2025 Statistics
MURDER	On Campus	0	0
	Satellite Location	0	0
MANSLAUGHTER	On Campus	0	0
	Satellite Location	0	0
SEX OFFENSES: <i>Forcible</i>	On Campus	0	0
	Satellite Location	0	0
<i>Non-forcible</i>	On Campus	0	0
	Satellite Location	0	0
ROBBERY	On Campus	0	0
	Satellite Location	0	0
AGGRAVATED ASSAULT	On Campus	0	0
	Satellite Location	0	0
BURGLARY	On Campus	0	0
	Satellite Location	0	0
ARSON	On Campus	0	0
	Satellite Location	0	0
MOTOR VEHICLE THEFT	On Campus	1	0
	Satellite Location	0	0
DOMESTIC VIOLENCE*	On Campus	0	0
	Satellite Location	0	0
DATING VIOLENCE*	On Campus	0	0
	Satellite Location	0	0
STALKING*	On Campus	0	0
	Satellite Location	0	0
LIQUOR LAW VIOLATIONS	On Campus	0	0
	Satellite Location	0	0
DRUG-RELATED VIOLATIONS	On Campus	1	0
	Satellite Location	1	1
WEAPONS POSSESSION	On Campus	0	0
	Satellite Location	0	0
TOTALS		3	1
*The following statistics have been added to maintain compliance with the Campus SAVE Act.			
REPORTED CRIME STATS FOR STARK STATE COLLEGE			

STARK STATE COLLEGE - CRIME STATISTICS REPORT

January 1, 2024 -March 28, 2025

These statistics are reported to the College Community for their awareness.			
CATEGORY	VENUE	2024 Statistics	2025 Statistics
CRIMINAL DAMAGING	On Campus	0	1
	Satellite Location	1	0
THEFT	On Campus	2	1
	Satellite Location	0	0
IDENTITY THEFT	On Campus	0	0
	Satellite Location	0	0
ASSAULT	On Campus	1	0
	Satellite Location	0	0
INDUCING PANIC	On Campus	0	0
	Satellite Location	0	0
MENACING/VERBAL THREATS	On Campus	0	0
	Satellite Location	0	0
HARASSMENT	On Campus	0	0
	Satellite Location	0	0
DISRUPTIVE BEHAVIOR	On Campus	2	1
	Satellite Location	2	2
INDECENT EXPOSURE	On Campus	0	0
	Satellite Location	1	0
TOTALS		9	5

NOTE 2024

24-0035 – Indecent Exposure (Off-Campus)
 24-0044 – Disruptive Behavior (Akron)
 24-0050 – Crim Damage (Whipple Auto Shed)
 24-0056 – Motor Vehicle Theft (Main)
 24-0066 – Assault (Akron)
 24-0071 – Theft (Main)
 24-0083 – Disruptive Behavior (Main)
 24-0093 - Disruptive Behavior (Canton)
 24-0100 – Disorderly Conduct (Canton)
 24-0104 – Theft (Main)
 24-0108 – Drug-Related Violation (Main)
 24-0118 – Disorderly Conduct (Canton)
 24-0119 - Drug-Related Violation (Canton)

NOTE 2025

25-0002-Disruptive Behavior (Akron)
 25-0003– Disruptive Behavior (Main)
 25-0019- Disruptive Behavior (Akron)
 25-0028- Disruptive Behavior (Akron)
 25-0029- Disruptive Behavior (Main)
 25-0030- Drug-Related Violation (Akron)
 25-0031-Theft (Main)
 25-0032-Criminal Damaging (Main)

2025 Calendar of Board Meetings and Events

<u>DATES</u>	<u>MEETING/EVENT</u>	<u>TIME</u>	<u>LOCATION</u>
APRIL, 2025			
9 Wednesday	BOARD MEETING	8 a.m.	S304
MAY, 2025			
2 Friday	Scholars/Benefactors Lunch	11 a.m.	KSU Stark Conf Center
14 Wednesday	BOARD MEETING	8 a.m.	TBD
	One-Year Certificate Ceremony	6 p.m.	M100/101
18 Sunday	Commencement Ceremony	2 p.m.	Canton Civic Center
JUNE, 2025			
11 Wednesday	BOARD MEETING	8 a.m.	TBD
JULY, 2025			
9 Wednesday	BOARD MEETING	8 a.m.	TBD
AUGUST, 2025			
13 Wednesday	BOARD MEETING	8 a.m.	TBD
SEPTEMBER, 2025			
10 Wednesday	BOARD MEETING	8 a.m.	TBD
OCTOBER, 2025			
8 Wednesday	BOARD MEETING	8 a.m.	TBD
NOVEMBER, 2025			
12 Wednesday	BOARD MEETING	8 a.m.	TBD
DECEMBER, 2025			
10 Wednesday	BOARD MEETING	8 a.m.	TBD