

STARK STATE COLLEGE
BOARD OF TRUSTEES MEETING

June 15, 2016
7:30 a.m.

Stark State College
Board Room
S203

**STARK STATE COLLEGE
BOARD OF TRUSTEES MEETING
AGENDA
Wednesday, June 15, 2016 ~ 7:30 a.m.
Stark State College Board Room S203**

ITEM	ENC.	ACTION	PRESENTER
I. Call to Order			K. Groh
II. Roll Call			K. Groh
III. Recognition of Visitors			K. Groh
IV. Public Requests			K. Groh
V. Agenda Changes			K. Groh
VI. Consent Agenda*		X	K. Groh
A. Minutes of Board Meeting on 05/11/2016	6.1		
B. Personnel Actions	6.2		
C. Treasurer's Report	6.3		T. Chiappini
D. 2016 Placement Standards Rubric	6.4		L. Gibson-Shreve
<i>From President's Cabinet</i>			
E. 15.17.07 Emergency Response Plan	6.5		
VII. New Business			
A. Resolution to approve hiring R.T. Hampton Plumbing and Heating, Inc. as Contractor for the Student Services Building Upgrade	7.1	X	T. Chiappini
VIII. President's Report			P. Jones
IX. Chair's Report			K. Groh
X. Communications			K. Groh
A. Security Report	10.1		
B. Out-of-State Travel Log	10.2		
C. Board Activity Dates	10.3		
XI. Executive Session			
XII. Adjournment			K. Groh

*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

Page 2625
North Canton, Ohio
May 11, 2016

REGULAR MEETING

The Board of Trustees of Stark State College held its regular monthly meeting at Stark State College at 6200 Frank Ave. NW, North Canton, Ohio 44720 on May 11, 2016.

CALL TO ORDER

Chair Kari Groh called the meeting to order at 6:30 p.m.

ROLL CALL

The following board members were present: Merle Griff, Kari Groh, Jeffrey Halm, Christopher Maurer, Alice Stephens, Jeffery Walters, and Fonda Williams.

The following administrators were present: Para Jones, Tom Chiappini, Mike Droney, Lada Gibson-Shreve, and Marisa Rohn.

RECOGNITION OF VISITORS

The following visitors were present: Tony Burke, Linda Morosko, Don Mullen and Bruce Wyder.

PUBLIC REQUESTS

Mary Louise Allen requested to address the Board but notified and cancelled prior to the meeting.

AGENDA CHANGES

The April 13, 2016 minutes were amended to include that Mary Louise Allen cancelled her request to speak to the Board prior to the meeting.

Policies 15-13-23: Academic Field Trip and 15-17-07: Emergency Response Plan were removed.

CONSENT AGENDA

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

- At the last meeting, the Board requested revisions to Policy 15-16-14 Lost and Found Property which are reflected in the Policy in the packet.

The vote was called, and the amended Consent Agenda was approved unanimously and included the following: Minutes of the 04/13/16 meeting; Personnel Actions; Treasurer's Report and Policy on Lost and Found Property.

NEW BUSINESS

Trustee Stephens moved to approve the College Completion Plan. Trustee Williams provided the second for the motion.

- Dr. Gibson-Shreve explained that the College Completion Plan is required by the Ohio Department of Higher Education to be updated every two years and approved by the Board. The plan provides a continuous improvement framework that helps campuses to identify and implement strategies to increase the number of students earning meaningful postsecondary credentials. Updates to the plan are red-lined and have been cross-walked with our HLC Systems Portfolio. Information for the report was gathered with input from all areas of the College.
- Trustee Stephens asked that the second bullet point be checked to see if the wording should be grants rather than loans and to add an “s” after “Job” and Family Services. Dr. Gibson-Shreve would clarify and correct, if needed.

The amended motion was approved unanimously.

Trustee Maurer moved to approve the Affordability and Efficiency Report. Trustee Halm provided the second for the motion.

- Tom Chiappini reported that Ohio House Bill 64 requires each state institution of higher education to develop and implement a plan, approved by the board of trustees, to provide all in-state undergraduate students the opportunity to reduce the cost of earning a degree. After Board approval, action steps will be added and the preliminary report will come back to the Board. Recommendation #9 on co-located campuses has been pulled from the report.

The motion was approved unanimously.

Trustee Williams moved to approve the FY2017 and FY2018 Salary Resolution. Trustee Stephens provided the second for the motion. Trustee Maurer recused himself and left the room until after the vote was taken.

- The contract covers two years to give time for discussions with the faculty association and staff association with the intent of bringing back a pay-for-performance model. Chair Groh asked that it be conveyed to faculty and staff that it is an expectation and directive from the board that a pay-for-performance model be implemented.

The motion was approved; Trustee Maurer abstained.

Trustee Stephens moved to approve the FY17 Budget. Trustee Halm provided the second for the motion.

- Director of Budget Bruce Wyder presented the proposed FY17 Budget. He explained that the process of building the budget includes interviews with divisional and departmental leadership. Dr. Jones added that the Strategic Plan drives the budget and the Fiscal Accountability and Stewardship Team (FAST), consisting of a representative group of faculty and staff, works with Mr. Wyder and Vice President Chiappini to monitor budget efficiencies and alignment with the Plan. This version of the budget does not include Stark State College Akron.
- **The motion was approved unanimously.**

PRESIDENT'S REPORT

In addition to the written *President's Report*, which Dr. Jones sent to the Board prior to the meeting, the following items were reported:

- Students Rebecca McDowell and Moriah Howes were named to the All-Ohio Community College Academic Team, with Rebecca earning first-team and Moriah earning third-team honors.
- Phi Theta Kappa inducted our youngest member to date, 15-year-old Jahanna Coats, who is a Timken Early College High School student. Chapter Advisor Cherie Barth earned the outstanding advisor award.
- Marisa Rohn gave highlights of the W.R. Timken Foundation \$1.1 million gift for upgrades to the W.R. Timken Center and creation of the new W.R. Timken Advanced Manufacturing Laboratory at the Advanced Technology Center (ATC). Timken Foundation's generosity will benefit Stark State students and the entire community.
- Chancellor John Carey wrote an Op-Ed promoting the Governor's Mid-Biennium Budget Review (MBR). Three features of the MBR are: 1) preserving and expanding College Credit Plus; 3) encouraging and expanding 3+1 programs; and offering select baccalaureate degrees at community colleges. Chair Groh wrote a letter to Chancellor Carey supporting the MBR.

CHAIR'S REPORT

- Chair Groh announced that the President's evaluation would be done at the June meeting.

COMMUNICATIONS

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

EXECUTIVE SESSION

At 7:06 p.m., Trustee Maurer moved to go into Executive Session to discuss the employment and compensation of a public employee according to R.C. 121.22G (1); and to discuss the purchase of property for public purposes according to R.C. 121.22G (2). Trustee Stephens provided the second for the motion. A roll call vote was taken, and all members voted aye.

At 9:06 p.m., Trustee Williams moved to return to Open Session. Trustee Walters provided the second for the motion. The motion carried.

ADJOURNMENT

At 9:08 p.m., Trustee Williams moved to adjourn. Trustee Walters provided the second for the motion. The motion carried.

Kari Groh
Chair
June 15, 2016

Para M. Jones, Ph.D.
President
June 15, 2016

PERSONNEL ACTIONS
Board Agenda
June 1, 2016

NEW HIRES AND EMPLOYEE STATUS CHANGES

Name	Title	Department	Rate	Effective Date	Comments
Mullen, Donald	From: Interim Dean, Business and IT	Accounting and Finance	From: \$421.62/diem,	4/1/2016	Assignment ended 3/31/2016
Hostetler, Jacqueline	Assistant Director, Admissions	Admissions	From: \$348.98/diem, \$83,755/annual To: \$331.05/diem, \$79,451/annual	4/25/2016	Reduction in salary to more accurately reflect Assistant Director responsibilities and market range
Cashner, James	Adjunct Instructor	Applied Industrial	\$46.83/hr	5/16/2016	
Lemley, David	Adjunct Instructor	Applied Industrial	\$46.83/hr	5/16/2016	
Slagle, Robert	Adjunct Instructor	Applied Industrial	\$46.83/hr	5/3/2016	
Stricklett, Michael	Adjunct Instructor	Applied Industrial	\$46.83/hr	4/27/2016	
Wagner, Davida	Adjunct Instructor	Biology	\$46.83/hr	5/23/2016	
Toalston, Eric	From: Temporary Chemistry Lab Technician To: Chemistry Lab Technician	Chemistry		7/1/2016	Title change only
Friedrich, Dirk	Adjunct Instructor	Chemistry	\$46.83/hr	4/4/2016	
Turkovich, Marie	From: Assistant Staff Accountant, Cashier To: Assistant Staff Accountant, General	Comptroller		5/17/2016	Lateral move. Title change only.
Mastraacco, Eileen	Adjunct Instructor	Computer Science	\$46.83/hr	6/6/2016	
Blind, Aaron	Computer/ Network Technician	Computer Services	\$213.75/diem, 453,438/annual	6/6/2016	Replacement
Betro, Michael	From: Computer/Network Technician To: Network and Systems Analyst	From: Academic Technology Services To: Computer Services	From: \$272.64/diem, \$66,798/annual To: \$294.27/diem, \$70,625/annual	2/15/2016	Replacement
Aquino, Antonina	Adjunct Instructor	Mathematics	\$46.83/hr	6/1/2016	
Streng, Kim-Chhay	From: Advisor To: Coordinator	Office of Student Diversity		3/15/2016	Title change only
Dolenc, Monica	Grant Writer	Strategic Grants	\$22.00/hr	5/9/2016	Replacement

SEPARATIONS

Name	Title	Department	Effective Date
Beall, Daniel	Writing Center Tutor	English	5/26/2016
VanSickle, Tricia	Adjunct Instructor	English	5/16/2016
Keller, Eric	Support Tech ShaleNET N	Oil & Gas	5/9/2016
Knappenberger, Tim	Adjunct Instructor	Social Science	5/14/2016

RECEIVED
MAY 12 2016

Daniel Beall

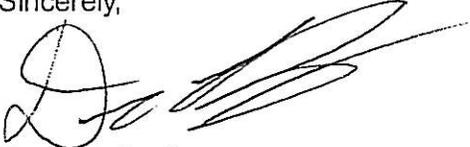
BY:

5/12/16

To Whom it May Concern:

I hereby would like to resign in full from the (3) positions I hold at Stark State College: Writing Center Tutor, Returning Student Academic Advisor, and Writing Center Tutor-ESL. My final date at the college will be 5/26/16. I've enjoyed working with the college, and want to thank you all for your hard work and collaboration. Please contact me immediately with any questions you may have.

Sincerely,



Daniel J. Beall

Distribution List		Date Rec'd.	5/12/16
President: Dr. P. Jones	5/13/16	Payroll:	
Provost: Dr. L. Gibson-Shreve	5/13/16	J. Goedel	5/13/16
VP of Bus. & Finance: T. Chiappini	5/13/16	J. Witham	5/13/16
Director of HR: M. Glanz	5/13/16		
HR Generalist: C. Torgler	5/13/16		
HR Generalist: V. Bittinger	5/13/16	H. Koleya	5/13/16
Bruce Wyder	5/13/16	C. Spino	5/13/16
		E. Richeson	5/13/16
Bd. Packet:	June	L. Evans	5/13/16

From: VanSickle (Johnson), Tricia
Sent: Monday, May 16, 2016 9:54 AM
To: Williams, Beth <BWilliams@STARKSTATE.EDU>
Subject: Reference

Hi Beth,

Before I leave, I just want to thank you sincerely for such a positive experience while teaching at Stark State. I'm unfortunately not able to come back next semester due to some changes at my husband's work, but if there is an opportunity in the future, I would love to teach here again. You and all the other staff members I met were nothing but encouraging, open, and easy to work with.

I was wondering if you would be willing to be a reference for my resume. I'm convinced that your understanding of my flexibility, work ethic, and work performance via student evaluations would really help me make a good impression. If you agree, would you let me know which email and phone number you would prefer to appear on my resume (if different than this email and your listed number in the directory)?

Thanks again for such a great year.

Best,

Tricia

Distribution List		Date Rec'd.	5/17/16
President: Dr. P. Jones	5/20/16	Payroll:	
Provost: Dr. L. Gibson-Shreve	5/20/16	J. Goedel	5/20/16
VP of Bus. & Finance: T. Chiappini	5/20/16	J. Witham	5/20/16
Director of HR: M. Glanz	5/20/16		
HR Generalist: C. Torgler	5/20/16		
HR Generalist: V. Bittinger	5/20/16	M. Kolega	5/20/16
Bruce Wyder	5/20/16	C. Spino	5/20/16
		E. Richeson	5/20/16
Bd. Packet:	June	L. Evans	5/25/16

RECEIVED
MAY 17 2016

BY:

Zuber, Marcie

From: Bittinger, Vicki
Sent: Monday, May 09, 2016 2:55 PM
To: Zuber, Marcie
Subject: FW: Resignation

From: Keller, Eric
Sent: Monday, May 09, 2016 2:43 PM
To: Schweitzer, Daniel <DSchweitzer@STARKSTATE.EDU>
Subject: Resignation

Dan,
 I am officially resigning from Stark State College. Effective 5/9/16.
 Thanks,
 Eric

Distribution List		Date Rec'd.	5/9/16
President: Dr. P. Jones	5/9/16	Payroll:	
Provost: Dr. L. Gibson-Shreve	5/9/16	J. Goedel	5/9/16
VP of Bus. & Finance: T. Chiappini	5/9/16	J. Witham	5/9/16
Director of HR: M. Glanz	5/9/16	D. Schweitzer	5/9/16
HR Generalist: C. Torgler	5/9/16	D. Ball	5/9/16
HR Generalist: V. Bittinger	5/9/16	M. Kolega	5/9/16
Bruce Wyder	5/9/16	C. Spino	5/9/16
		E. Richeson	5/9/16
Bd. Packet:	June	L. Evans	5/9/16

MAILED
 MAY 9 2016

5/14/16

Tim Knappenberger
6237 Palmer Drive NW
Canton, OH. 44718

Dear Danette:

This letter is to serve as my notice of resignation as adjunct instructor effect the date of the letter. I have enjoyed teaching the past seven years at Stark State College and hope to do so again after my retirement in a few years. The following items will be returned to Cathy Torgler in Human Resources:

- ID Badge
- Parking ID Card
- Parking Gate Card
- Key to Arts & Sciences mail room

I am leaving my STRS funds "as is" for the time being.

Thank you and SSC for the opportunity to teach these past few years. Hopefully, I'll be given the opportunity to do so again in the future.

Sincerely,

Tim Knappenberger



Tim Knappenberger, LISW-S

Cc: C. Torgler - HR

RECEIVED
MAY 17 2016

BY:

Distribution List		Date Rec'd.	
President: Dr. P. Jones	5/20/16		5/17/16
Provost: Dr. L. Gibson-Shreve	5/20/16	Payroll:	
VP of Bus. & Finance: T. Chiappini	5/20/16	J. Goedel	5/20/16
Director of HR: M. Glanz	5/20/16	J. Witham	5/20/16
HR Generalist: C. Torgler	5/20/16		
HR Generalist: V. Bittinger	5/20/16	M. Kolega	5/20/16
Bruce Wyder	5/20/16	C. Spino	5/20/16
		E. Richeson	5/20/16
Bd. Packet:	June	L. Evans	5/20/16

**Summary Notes for Treasurer's Report
Stark State College
For the Month Ended April 30, 2016**

- Revenues are lower this year due to the decline in enrollment for all three semesters.
- Expenses are below last year's costs due to reduced labor, supplies and reduced equipment purchases. We are continuing to work to lower costs and create efficiencies.
- The projected year end balance will be impacted by several items which will not be known until after June 30, including adjustments to the Stark County Schools Health Plan and Ohio AG collections on delinquent student accounts.

STARK STATE COLLEGE
Statement of Revenues and Expenditures
Unrestricted Educational & General
For the 10 Months Ended April 30, 2016 and 2015

Budget Revision 2/10/16

	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	\$28,636,108	\$23,868,456	83.4%	\$27,436,757	\$22,922,176	83.5%
Student Fees	32,628,324	32,049,009	98.2%	37,517,533	37,399,368	99.7%
Private Gifts, Grants & Contracts	71,573	140,030	195.6%	70,308	147,148	209.3%
Sales & Services: Educational Activities	29,720	13,802	46.4%	29,720	17,007	57.2%
Indirect Costs	302,500	138,657	45.8%	306,278	211,977	69.2%
Other Sources	1,238,509	1,050,814	84.8%	1,015,469	771,536	76.0%
Total Revenues	\$62,906,734	\$57,339,855	91.2%	\$66,376,065	\$61,469,212	92.6%
OTHER ADDITIONS:						
Transfers in	250,000	0	0.0%	422,048	0	0.0%
Total Revenues & Other Additions	\$63,156,734	\$57,339,855	90.8%	\$66,798,113	\$61,469,212	92.0%
EXPENDITURES:						
Personnel Services	\$34,047,299	\$27,717,448	81.4%	\$35,992,655	\$29,065,551	80.8%
Employee Benefits	11,730,463	9,263,944	79.0%	11,855,438	9,611,637	81.1%
Supplies	1,125,052	663,484	59.0%	1,326,371	926,607	69.9%
Travel	251,662	158,940	63.2%	355,462	176,033	49.5%
Information & Communications	1,422,014	1,223,890	86.1%	1,408,982	1,030,864	73.2%
Maintenance & Repairs	3,571,244	2,513,017	70.4%	3,705,824	2,673,749	72.1%
Miscellaneous	7,172,745	2,530,996	35.3%	7,879,134	2,745,514	34.8%
Capital Equipment	218,409	128,806	59.0%	317,170	316,058	99.6%
Total Expenditures	\$59,538,888	\$44,200,526	74.2%	\$62,841,036	\$46,546,012	74.1%
OTHER REDUCTIONS:						
Mandatory Transfers	\$0	\$0	0.0%	\$0	\$0	0.0%
Non-Mandatory Transfers:	\$3,371,640			\$3,957,077		0.0%
Technology Fee		\$944,461 ¹			\$1,130,637	
Facilities Fee		\$2,266,707 ²			\$2,713,528	
Other (Scholarships/Grants)		\$74,086 ³			\$86,091	
Non-Mandatory Transfers		\$3,285,254	97.4%		\$3,930,256	99.3%
Total Expenditures & Other Reductions	\$62,910,528	\$47,485,779	75.5%	\$66,798,113	\$50,476,267	75.6%
NET INCREASE (DECREASE) IN FUND BALANCE	\$246,206	\$9,854,075		\$0	\$10,992,945	

Reserves

		Days in Reserve
Reserve, 6/30/15	\$24,096,009	148
Anticipated Operating Surplus ←	6/30/2016 246,206	
Anticipated Bookstore Net Income (from Pg. 2)	765,070	
Reserve, 6/30/16	<u>\$25,107,285</u>	154

Non-Mandatory Transfers

	Beginning Balance	Transferred In	Expended	Remaining Balance
¹ Technology Fee	\$23,307	\$944,461	\$468,792	\$498,977
² Facilities Fee	\$3,032,307	\$2,266,707	\$829,172	\$4,469,842
³ Other (Scholarships, TRIO, UBMS)	\$0	\$74,086	\$74,086	\$0
	<u>\$3,055,614</u>	<u>\$3,285,254</u>	<u>\$1,372,049</u>	<u>\$4,968,818</u>

STARK STATE COLLEGE.
Consolidated Balance Sheet
Current & Endowment Funds
As of April 30, 2016 and 2015

	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	15,109,056	\$13,709	0	264,738		15,387,504	16,200,719	\$14,602	0	279,945		16,495,266
Insurance Reserve (Health & Dental)	3,150,544					3,150,544	3,220,685					3,220,685
Accounts receivable	12,115,519	(31,375)	27,450			12,111,593	12,438,823	(125,198)	61,132			12,374,757
Inventory	0	1,020,707				1,020,707	0	1,300,951				1,300,951
Prepaid & Deferred expenses	411,037	1,000	13,775			425,812	338,055	1,000	15,986			355,041
Other receivables	191,058	51,835	943,539			1,186,431	177,924	(2,410)	834,698			1,010,212
Long-term investments	10,192,155					10,192,155	10,082,021					10,082,021
Interfund Advances:												
Due from Educational & General Fund		12,198,615	575,627	114,507	(12,888,749)	0		11,212,170	26,417	114,394	(11,352,981)	0
Due from Plant Fund	0					0	7,435,841					7,435,841
Total Assets	\$41,169,369	\$13,254,491	\$1,560,391	\$379,246	(\$12,888,749)	\$43,474,747	\$49,894,068	\$12,401,114	\$938,234	\$394,339	(\$11,352,981)	\$52,274,773
LIABILITIES:												
Accounts Payable	\$31,411	\$0	\$75,262			\$106,673	\$82,486	\$728	\$0			\$83,214
Payroll, accrued wages, wthholdings & deductions	1,136,166	0	0			1,136,166	902,448	1,951	4,333			908,732
Accumulated sick leave & vacation	1,158,853	22,037				1,180,890	1,333,411	21,918				1,355,328
Accrued health & dental benefits	1,179,056					1,179,056	1,105,888					1,105,888
Accrued retirement liability - current	386,607					386,607	228,993					228,993
Insurance claims	927,295					927,295	902,899					902,899
Other installment purchases	64,740	0				64,740	64,740	0				64,740
Other payables & accrued expenses	43,995	36	4,921			48,952	15,357	36	3,771			19,165
Interfund advances:												
Due to Auxiliary Enterprise Fund	12,198,615				(12,198,615)	0	11,212,170			(11,212,170)		0
Due to Current Restricted Fund	575,627				(575,627)	0	26,417			(26,417)		0
Due to Loan Fund	2,310					2,310	5,350					5,350
Due to Endowment Fund	114,507				(114,507)	0	114,394			(114,394)		0
Due to Plant Fund	1,529,332					1,529,332	0					0
Total Liabilities	19,348,514	22,073	80,183	0	(12,888,749)	6,562,021	15,994,552	24,633	8,105	0	(11,352,981)	4,674,309
Fund Balances:												
Unappropriated	19,374,346	13,232,417	1,480,208	379,246		34,466,217	31,453,006	12,376,481	930,129	394,339		45,153,955
Appropriated	2,446,509					2,446,509	2,446,509					2,446,509
Total Fund Balances	21,820,855	13,232,417	1,480,208	379,246		36,912,726	33,899,515	12,376,481	930,129	394,339		47,600,464
Total Liabilities & Fund Balances	\$41,169,369	\$13,254,491	\$1,560,391	\$379,246	(\$12,888,749)	\$43,474,747	\$49,894,068	\$12,401,114	\$938,234	\$394,339	(\$11,352,981)	\$52,274,773

STARK STATE COLLEGE

Balance Sheet

Current Funds: Unrestricted Educational & General

As of April 30, 2016 and 2015

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS:		
Cash & Short-term investments	15,109,056	16,200,719
Insurance Reserve (Health & Dental)	3,150,544	3,220,685
Accounts receivable	12,115,519	12,438,823
Prepaid & Deferred expenses	411,037	338,055
Other receivables	191,058	177,924
Long-term investments	10,192,155	10,082,021
Interfund Advances:		
Due from Plant Fund	0	7,435,841
Total Assets	\$41,169,369	\$49,894,068
 LIABILITIES:		
Accounts Payable	\$31,411	\$82,486
Payroll, accrued wages, withholdings & deductions	1,136,166	902,448
Accumulated sick leave & vacation	1,158,853	1,333,411
Accrued health & dental benefits	1,179,056	1,105,888
Accrued retirement liability - current	386,607	228,993
Insurance claims	927,295	902,899
Other installment purchases	64,740	64,740
Other payables	43,995	15,357
Interfund advances:		
Due to Auxiliary Enterprise Fund	12,198,615	11,212,170
Due to Current Restricted Fund	575,627	26,417
Due to Loan Fund	2,310	5,350
Due to Endowment Fund	114,507	114,394
Due to Plant Fund	1,529,332	0
Total Liabilities	\$19,348,514	\$15,994,552
 Fund Balances:		
Unappropriated	19,374,346	31,453,006
Appropriated	2,446,509	2,446,509
Total Fund Balance	21,820,855	33,899,515
Total Liabilities & Fund Balance	\$41,169,369	\$49,894,068
 Changes in Fund Balance:		
Beginning Fund Balance:		
Unappropriated [included in RESERVE]	\$9,520,270	\$20,460,061
Appropriated [included in RESERVE]	2,446,509	2,446,509
Additions & Reductions:		
Current Year Revenues & Transfers in	57,339,855	61,469,212
Current Year Expenditures & Transfers out	(47,485,779)	(50,476,267)
Net increase (decrease)	9,854,075	10,992,945
Ending Fund Balance	3 <u>\$21,820,855</u>	<u>\$33,899,515</u>

STARK STATE COLLEGE
Balance Sheet
Current Funds: Auxiliary Enterprise - Bookstore
As of April 30, 2016 and 2015

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS		
Cash - Change Fund	\$13,709	\$14,602
Book Inventory	776,162	1,022,955
Supply Inventory	244,545	277,996
Receivables/Deposit Ch Sales	(31,375)	(125,198)
Other Receivables	51,835	(2,410)
Prepaid Expenses	1,000	1,000
Due from Educational & General Fund	12,198,615	11,212,170
Total Assets	<u><u>\$13,254,491</u></u>	<u><u>\$12,401,114</u></u>

LIABILITIES AND FUND BALANCE:

Workers Compensation Payable	0	1,951
Sales Tax Payable	0	728
Accrued Expenses	36	36
Wages, Vacation & Sick Benefits Payable	22,037	21,918
Fund Balance	13,232,417	12,376,481
Total Liabilities & Fund Balance	<u><u>\$13,254,491</u></u>	<u><u>\$12,401,114</u></u>

Changes in Fund Balance:

Beginning Fund Balance: PRELIMINARY		
Unappropriated [Included in RESERVE]	\$12,129,229	\$11,393,610
Current Year Income	5,417,338	6,784,442
Current Year Expenses	(4,314,150)	(5,801,571)
Net Income	<u>1,103,188</u>	<u>982,871</u>
Ending Fund Balance	<u><u>\$13,232,417</u></u>	<u><u>\$12,376,481</u></u>
Projected Net Income	<u><u>\$765,070</u></u>	

STARK STATE COLLEGE
Balance Sheet
Current Funds: Restricted
As of April 30, 2016 and 2015

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS:		
Federal Department Receivables	27,450	61,132
Other Receivables	943,539	834,698
Prepaid Expenses	13,775	15,986
Due from Educational & General Fund	575,627	26,417
Total Assets	<u>\$1,560,391</u>	<u>\$938,234</u>
Workers Compensation Payable	0	4,333
Accrued Expenses	4,921	3,771
Fund Balance	<u>1,480,208</u>	<u>930,129</u>
Fund Balance	<u>\$1,560,391</u>	<u>\$938,234</u>
Changes in Fund Balance:		
Beginning Fund Balance		
Unappropriated	\$61,200	\$57,000
Additions & Reductions:		
Current Year Revenues & Transfers in	22,325,636	27,626,509
Current Year Expenditures & Transfers out	(20,906,628)	(26,753,380)
Unappropriated	<u>\$1,480,208</u>	<u>\$930,129</u>

STARK STATE COLLEGE

Balance Sheet

Endowment Fund

As of April 30, 2016 and 2015

	<u>Current Year</u>	<u>Prior Year</u>
ASSETS:		
Investments (SSC Foundation -TKM)	264,738	279,945
Due from Educational & General Fund	114,507	114,394
Total Assets	<u>\$379,246</u>	<u>\$394,339</u>
 FUND BALANCES:		
Fred Campbell (Accounting)	\$1,000	\$1,000
Wixcey (Accounting)	3,000	3,000
Lucas (Accounting)	1,782	1,781
Jack Speyer (Accounting)	3,382	3,381
Robert Ray Memorial	2,375	2,375
Belden Village Merchants	337	337
Edgar H. Sloane Scholarship	14,263	14,263
Margaret E. Raridan Scholarship	55,618	55,507
Virgil D. Steiner Scholarship	7,750	7,750
Timken Foundation Scholarship	264,738	279,945
Presidential Scholarship	25,000	25,000
Total Fund Balance	<u>\$379,246</u>	<u>\$394,339</u>
 Changes in Fund Balance:		
Beginning Fund Balance		
Unappropriated	\$382,662	\$387,901
Additions & Reductions:		
Unappropriated Revenue & Transfers in	30,590	35,174
Current Year Expenditures & Transfers out	(34,006)	(28,737)
Ending Fund Balance	<u>\$379,246</u>	<u>\$394,339</u>

STARK STATE COLLEGE
BOND FINANCIAL ANALYSIS
8/31/2010 - 4/30/2016

REPAYMENT OF BOND FUNDS

Stark State College Facilities Fund	\$	20,000,000
Bond Issuing Expenses		145,000
Total Par Value of Bonds to be Repaid	\$	<u>20,145,000</u>
Accrued Interest on Bonds		4,100,336 *
Payments		<u>(21,422,675)</u>
Balance as of April 30, 2016	\$	2,822,661
* Federal Government Interest Reimbursed to College	\$	1,053,672

UTILIZATION OF BOND FUNDS

Stark State College Facilities Fund	\$	20,000,000
Disbursements for North Academic Building		(9,652,579)
Disbursements for Business Building		(8,747,366)
Disbursements for Math Lab Renovation		(536,975)
Disbursements for Mega Avenue Land		(275,983)
Disbursements for Engineering Office Renovation		(320,343)
Disbursements for Fire Alarm Upgrade		(83,458)
Disbursements for "G" Building Classroom Renovations		(123,842)
Disbursements for Mega Avenue Parking Lot		(59,011)
Disbursements for Boiler Replacements		(188,599)
Disbursements for Student Services Building Roof		(14,451)
Interest Earned		2,607
Balance as of April 30, 2016	\$	<u>0</u>

Computer Placement

Computer Placement Test Score	Accuplacer Score	ACT Score	SAT Score	Course	Course ID
0-20	NA	NA	NA	Computer App-Wind & Concepts	ITD 100
21+	NA	NA	NA	Requirement Met	NA

Note: Students with a C or better in a high school computer class within the last five years have met the requirement

Math Placement

COMPASS Algebra Test Score	Accuplacer College-level Math Score	ACT Math Score	SAT Math Score	Course	Course ID
less than 39	<40	less than 19	<460	PreAlgebra I	MTH 091
39-51	40-54	19-21	460-500	Intermediate Algebra I*	MTH 093
39+	40+	19+	460+	Math for Allied Health*	MTH 105
39+	40+	19+	460+	Math for Technology*	MTH 106
39+	40+	19+	460+	Industrial Math*	MTH 107
39+	40+	19+	460+	Explorations in Modern Math*	MTH 108
COMPASS Algebra Test Score	Accuplacer College-level Math Score	ACT Math Score	SAT Math Score	Course	Course ID
39-51**	40-54**	19-21**	460-500**	Statistics, College Algebra or Precalculus*	MTH 124, 125, or 135
52+	55	22-26	520-600	Statistics, College Algebra or Precalculus*	MTH 124, 125, or 135
84-100	85	27+	610+	Concepts of Calculus or Analytic Geometry-Calculus 1*	MTH 124, 221, or 223

* based on program

Based on High School GPA

**3.5 cumulative GPA from high school within the last five years and have a B or better in Algebra 2 (must meet all 3 requirements).

Important notes:

1. MTH 125 + MTH 130 = MTH135 Students who have completed MTH 125 have the option of taking MTH 130 to substitute for MTH 135.
2. MTH 093 and 094 are a required prerequisites for CHM 101 and PHY 101. Students who have completed High School Chemistry with a grade of C or better are permitted to take CHM 121.
3. A grade of B in MTH 091 and 092 are the prerequisites for MTH 105, 106, 107, and 108 for students scoring <39/19 effective Summer 2014

English Placement*Based on standardized test scores*

COMPASS English Test Score	Accuplacer Writeplacer Score	ACT English Score	SAT English Score	Course	Course ID
0-49	<4	0-15	<390	Intro to Academic Writing	ENG 010
50-69	4	16-17	390-420	Academic Writing	ENG 011 & ENG 124
70+	5	18	430	College Composition	ENG 124

Based on High School GPA

3.0 cumulative GPA from high school within the last five years and have a B or better for their junior or senior year high school English grade (must meet all 3 requirements).

Reading Placement

COMPASS Reading Test Score	Accuplacer Reading Score	ACT Reading Score	SAT Reading Score	Course	Course ID
0-57	<40	0-12	<320	Technical Comprehension	IDS 101
58-79	40-79	13-17	320-420	Critical Analysis	IDS 102
75-79 and HS GPA 3.0+	70-79 and HS GPA 3.0+	16+ and HS GPA 3.0+	NA	Requirement Met	
80	80	18+	430	Requirement Met	

Important notes:

IDS 102 is a Prerequisite Requirement for many courses, please review the curriculum guides and online catalog.

3.0+ cumulative GPA from high school within the last five years

NEW/REVISED STARK STATE COLLEGE POLICY

Name of Policy: 15-17-07 ~~Security and Disaster Plan~~ **Emergency Response Plan**

Approved by President's Cabinet on: Due to a lack of a quorum at the meeting on May 11, the policy was approved via an electronic vote on May 13, 2016

New/Revised: Revised

History of the issue: The policy has been changed from the Security and Disaster Plan to the Emergency Response Plan and revised to include the scope of the plan and how it is maintained.

CURRENT/PROPOSED WORDING**POLICY:**

~~The Vice President for Business and Finance will develop a security and disaster plan for Stark State College. This plan will be disseminated to all full-time employees of the College.~~

The Emergency Response Plan establishes procedures and organizational structure for response to emergencies, and guides response personnel and resources during major emergencies. The plan defines roles, responsibilities, and clear strategies during the initial response and throughout an emergency. The Campus Security Office under the direction of the Vice President for Business and Finance maintains this plan and should not construe the contained information in a manner that limits the use of good judgment or common sense in unforeseen or undelineated matters. The plan will be made available to the campus community through *mystarkstate* and at the Campus Security Office.

RESOLUTION
TO APPROVE HIRING R.T. HAMPTON PLUMBING AND HEATING, INC.
AS CONTRACTOR FOR THE STUDENT SERVICES CENTER “S” BUILDING
HVAC UPGRADE

WHEREAS, Stark State College wishes to respond to the need to upgrade the HVAC system in the Student Services “S” Building; and

WHEREAS, funds for the Project have been provided by State Capital funds; and

WHEREAS, all advertising and bidding requirements as detailed in the Ohio Revised Code pertaining to such construction projects have been followed;

THEREFORE BE IT RESOLVED, that the Board of Trustees of Stark State College authorizes the Vice President of Business and Finance to contract with R.T. Hampton Plumbing and Heating, Inc. to serve as the general contractor for the Student Services “S” Building HVAC Upgrade.

General Contractor	
R.T. Hampton Plumbing and Heating, Inc.	
Base Bid	\$316,625.00
Alt. # 1a	47,590.00
Alt. # 1b	9,000.00
Alt. # 2	28,484.00
Alt. # 3	<u>29,840.00</u>
Total	\$431,539.00

This resolution is being enacted on the 15th day of June, 2016.

Kari Groh
Chair, Board of Trustees

Para M. Jones, Ph.D.
President

**STARK STATE COLLEGE
CRIME STATISTICS REPORT**

Jan. 2015 – June 7, 2016

REPORTED CRIME STATS FOR CLERY ACT			
<i>Required to report these statistics to Department of Education once a year.</i>			
CATEGORY	VENUE	2015 Statistics	2016 Statistics
MURDER	On Campus	0	0
	Satellite Location	0	0
MANSLAUGHTER	On Campus	0	0
	Satellite Location	0	0
SEX OFFENSES: Forcible	On Campus	1	0
	Satellite Location	0	0
Non-forcible	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	1	0
	Satellite Location	0	0
ARSON	On Campus	0	0
	Satellite Location	0	0
MOTOR VEHICLE THEFT	On Campus	0	0
	Satellite Location	0	0
DOMESTIC VIOLENCE*	On Campus	1	0
	Satellite Location	0	0
DATING VIOLENCE*	On Campus	0	0
	Satellite Location	0	0
STALKING*	On Campus	0	0
	Satellite Location	0	0
ARRESTS/REFERRALS FOR DISCIPLINARY ACTION			
LIQUOR LAW VIOLATIONS	On Campus	1	0
	Satellite Location	0	0
DRUG-RELATED VIOLATIONS	On Campus	0	0
	Satellite Location	0	0
WEAPONS POSSESSION	On Campus	0	0
	Satellite Location	0	0
TOTALS		4	0
*The following statistics have been added to maintain compliance with the Campus SAVE Act.			

**STARK STATE COLLEGE
CRIME STATISTICS REPORT**

Jan. 2015 – June 7, 2016

REPORTED CRIME STATS FOR STARK STATE			
<i>These statistics are reported to the College Community for their awareness.</i>			
CATEGORY	VENUE	2015 Statistics	2016 Statistics
CRIMINAL DAMAGING	On Campus	3	1
	Satellite Location		0
THEFT	On Campus	7	4
	Satellite Location	3-Downtown Canton 1-Barberton	1-Downtown Canton
IDENTITY THEFT	On Campus		0
	Satellite Location		0
ASSAULT	On Campus		1
	Satellite Location	2-Downtown Canton	1-Auto-Whipple
INDUCING PANIC	On Campus		0
	Satellite Location		0
MENACING	On Campus	3	0
	Satellite Location	1-Alliance	0
HARASSMENT	On Campus	3	0
	Satellite Location		0
DISRUPTIVE BEHAVIOR	On Campus	15	7
	Satellite Location	Barberton-2	Alliance-1
INDECENT EXPOSURE	On Campus	2	0
	Satellite Location		0
TOTALS		42	16

Stark State College Out-of-State Travel Authorizations June, 2016				
Employee	Attending	Where	When	Expense
Aaron McClure	National Association of Colleges and Employers	Boston, MA	April 9, 2016	\$ 1,570
Karen Young	National Head Start Conference	Nashville, TN	May 16-20, 2016	\$ 0
Jill Kohler	American Dental Hygienist's Association 93 rd Annual Session	Pittsburgh, PA	June 8-10, 2016	\$ 307
Nancy Stanwick (revision to previous submittal)	93 rd Annual Session of the American Dental Hygienists' Association	Pittsburgh, PA	June 9-11, 2016	\$ 771
Marie DeLillo	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 1,096 *
Nancy Peterhansen	CBD Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$1,095.80 *
Linda Remark	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 688 *
Aaron McClure	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 645 *
Kayla Nedved	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 701 *
Verlinda Bennett	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 619.20 *
Melanie Carr	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$763 *
Karen Young	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 619.20 *
Shirley Riddle	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 613.20 *
Kyle Terakedis	Completion by Design Cross Cadre Meeting	Raleigh, NC	June 27-29, 2016	\$ 613 *
Lada Gibson-Shreve	Jobs for the Future State Policy Meeting	Fort Lauderdale, FL	July 13-14, 2016	\$ 2,075*
Glen Goe	High technology Crime Investigation Association International Conference	Summerlin, Nevada	August 27-Sept. 1, 2016	\$1,740
* Grant funded				
** Program Requirement				

SSC Board of Trustees Calendar 2016								
	Event	Griff	Groh	Halm	Maurer	Stephens	Walters	Williams
JUN	Thursday, June 9, 2016 One-Year OBR and Career Enhancement Ceremony						X	
	Thursday-Friday, June 9-10, 2016 OACC Annual Conference, Sinclair Community College					X		
	Wednesday, June 15, 2016 Board Meeting - 7:30 a.m. SSC Board Room							
JUL	Wednesday, July 13, 2016 Board Meeting - 6:30 p.m. SSC Board Room							
AUG	Wednesday, August 10, 2016 Board Meeting - 6:30 p.m. SSC Board Room							
SEP	Wednesday, September 14, 2016 Board Meeting and Retreat – 2-7 p.m. TBD							
OCT	Wednesday, October 12, 2016 Board Meeting - 6:30 p.m. SSC Board Room							
NOV	Wednesday, November 9, 2016 Board Meeting - 6:30 p.m. SSC Board Room							
DEC	Wednesday, December 14, 2016 Board Meeting - 6:30 p.m. SSC Board Room							