

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING**

**October 31, 2025, 1:00 p.m.
Board Room-Building D, Room D2115**

MINUTES

1.0 Call to Order-The Lake County Community College District Board of Trustees regular meeting was called to order by Board Chair, Mr. Paul Rupert, at 1:02 p.m.

2.0 Pledge of Allegiance-Mr. Rupert lead the Pledge of Allegiance.

3.0 Roll Call

At Mr. Rupert's request, roll was taken, and the following Trustees were present:

Ms. Janet Majka

Mr. Matthew Hebebrand

Mr. Jack Cornachio

Mr. Kevin Freese

Mr. Tim O'Brien

Mrs. Deanna Elsing

Mr. Morgan McIntosh

Mrs. Nancy Fellows-not present

Mr. Paul Rupert

Also in attendance:

Dr. Sunil Ahuja, President

Dr. John Crooks, Interim Provost and Vice President for Academic and Student Affairs

Mr. David Cummins, Vice President for Administrative Services & Treasurer

Dr. Christina Corsi, Interim Vice President for Enrollment and Retention Management

Mrs. Lisa Durst, Chief Human Resources Officer

Mr. Mario Petitti, Dean of Students

Dr. Erin Fekete, Dean, Division of Arts, Humanities, and Social Sciences

Dr. Ryan Hamilton, Dean, Division of STEM and Business

Mr. Dan Soloman, Interim Dean, Division of Health Professions

Dr. Gretchen Skok DiSanto, Lakeland Faculty Association President and Professor

Mr. Dean Becker, Interim Chief of Police

Ms. Jessica Tremayne, Chief Public Relations Officer

Ms. Lisa Miller, Executive Assistant to Interim Provost

Mr. John McCreery, Executive Director of The Lakeland Foundation

Mrs. Lucy Ott-Executive Director for Workforce Development and Employer Relations

Mr. Anthony Farris, Attorney-Ohio Attorney General's Office

4.0 Approval of the August 22, 2025, Board of Trustees Regular Meeting Minutes

Mr. Rupert asked for any changes or corrections to the meeting minutes. Mr. Rupert called for a motion to approve the minutes of the August 22, 2025, regular meeting. Ms.

Majka moved to approve the minutes, and Mr. McIntosh seconded the motion, which passed as follows:

Ms. Janet Majka-yes
Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-absent
Mr. Paul Rupert-yes

5.0 Approval of the September 25, 2025, Board of Trustees Special Meeting Minutes

Mr. Rupert asked for any changes or corrections to the meeting minutes. Mr. Rupert called for a motion to approve the minutes of the September 25, 2025, special meeting. Mr. McIntosh moved to approve the minutes, and Mr. Cornachio seconded the motion, which passed as follows:

Ms. Janet Majka-yes
Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-absent
Mr. Paul Rupert-yes

Mrs. Fellows arrived at the meeting at 1:05 p.m.

6.0 Remarks from the Board Chair

Mr. Rupert reminded the Board about the Fall Commencement ceremony scheduled for Saturday, December 13, 2025. He also thanked the Board for their participation in the upcoming campus tours. Mr. Rupert reminded the Board that ethics training will need to be completed by the end of year and completion certificates need to be submitted to Ms. Dana Buckler for tracking purposes. He also discussed Senate Bill 1 (SB1) training requirements for next year, and the Board will be updated as information is received regarding those requirements.

7.0 Participation of the Public (30-minute time limit)

Mr. Rupert announced that public participants who signed in prior to the start of the meeting can address the Board when their name is called. Participants who signed in but did not speak included: Ms. Loretta Erickson, Mr. Whit Burns, and Mr. Tony Farris. Public participants included: Ms. Nancy Marra, Ms. Carolyn Fianza, Mr. Steve Todd, and Mrs. Rhonda Osagie-Erese. Ms. Marra stated she is a resident of Timberlake, Ohio, a teacher, and served on the city council. She expressed her thanks to the Board regarding recent actions involving Diversity, Equity, and Inclusion (DEI) policies. She expressed her

thanks to the Board with the intentions of completing ethics training and their service to the college. Ms. Findanza is a resident of Kirtland Hills, Ohio and thanked the Board for her opportunity to speak. She currently has three grandchildren enrolled in classes at the college and wants the college to thrive moving forward. She discussed her concerns with the recent history of DEI policies in higher education and the passing of SB1. She encouraged the Board to keep the current Human Resources committee in place for future discussions regarding the college. She concluded her statement by thanking the Board for their service. Mr. Todd informed the Board he is a former policeman, local businessman, and local pastor. He thanked the Board for recent decisions regarding DEI policies. He expressed his concerns about DEI policies in the future with federal government and college campuses. Mrs. Osagie-Erese stated she was an Eastlake, Ohio resident and current Veterans Center Manager at the college. She expressed her thanks to the Board, the public and our supporters for supporting the students and even more, the student veterans here at Lakeland Community College. She described the current growth and diversity of the veteran students enrolled at the college. She invited all those in attendance to the upcoming Veterans Day event on November 11, 2025 at 11 a.m.

8.0 Information Items and Reports

- 8.1** Dr. Ahuja discussed several major topics at the meeting. He provided an update on our ongoing compliance with the State Auditor's Special Audit. He noted that our enrollment performance has been better than our regional competitors, and that our credit hours for Fall 2025 far exceeded our competitors. The President noted our interest in strategically pursuing programs in the life sciences/biomanufacturing area, one of the "Super Sectors" for employment and economic growth identified by the state. Finally, Dr. Ahuja discussed our new marketing outreach externally and the positive news coverage the College has continued to receive in recent months as well as our new philanthropic outreach initiatives.
- 8.2** Mr. Dan Haneline, Senior Vice President for Marsh Risk and Insurance Services, presented a report about insurance coverages. His report included information about current market data and higher education consortium programs. He also informed the Board about the account team for the college and current services such as risk advisory services, consulting, and campus safety. Mr. Haneline informed the Board of the types of liability claims facing higher education institutions including auto liability claims, litigation regarding TBI, and sexual abuse. He provided details about recent claims history for the college. He confirmed the liquor liability option in the college's current policy covers the catering company, J&J's Catering. Mr. Freese advised the college to be additionally insured to the policy for the current catering company for the college. Mr. Haneline discussed the college's cyber security coverage. At the conclusion of Mr. Haneline's report, a member of the audience attempted to ask a question, and Mr. Rupert confirmed the public participation portion of the meeting was concluded but would be able to answer questions after Board meeting if requested. Mr. Rupert

- thanked Mr. Haneline for his report to the Board.
- 8.3** Ms. Majka provided a report from the Academic and Student Success Committee that five action items were unanimously approved, which are new policies regarding faculty. Policies approved include Faculty Annual Performance Evaluation, Faculty Workload, Faculty Tenure, Post-Tenure Review, and Retrenchment.
- 8.4** Mr. Hebebrand provided an update that all policies presented during the committee meeting were approved and recommended to the Board for consideration. These approved policy updates included Policy 3354-2-20-06, Probationary Employment Status of Staff Employees, Policy 3354-2-20-09, Employment of Athletic Coaches, Policy 3354-2-20-10, Background Inquiries, Policy 3354-2-20-33, Temporary Assignment above Classification, Policy 3354-2-20-36, Overtime/Compensatory Time, Policy 3354-2-20-38, Sheltering of Employees' Retirement System Contribution, Policy 3354-2-20-59, Jury Duty, and Policy 3354-2-20-76, Grievance Policy for Employees. Mr. Hebebrand also reported that the personnel report presented by Mrs. Lisa Durst was approved, and the committee entered Executive Session to discuss a personnel issue.
- 8.5** Mr. Paul Rupert reported that Mr. Cummins reviewed preliminary FY 25 finances. Financial statements are due to the state on October 31, 2025; the audit is scheduled to be completed by December 31. The Finance, Audit, and Physical Plant Committee is planning to meet with Plante-Moran in December to discuss the audit. Mr. Rupert reported the financial highlights were also reviewed for the first quarter of FY26. Total revenues were roughly \$800,000 above FY25 at that same point; and nearly \$700,000 above year-to-date projections. Expenses, including transfers out, are \$600,000 below the prior year and more than \$900,000 below FY26 budget estimate. Although non-compensation under-spending is likely the result of timing, there are some anticipated savings in compensation due to vacant positions during the first quarter. Policy 3354-02-03-01, Organization of the Board, was recommended to be held for discussion later. Policy 3354-2-04-03, Reporting to the Board, and Policy 3354-2-05-01, Full-time Faculty were approved to be repealed. Policy 3354-2-26-35, Gifts and Grants Policy, and Policy 3354-2-10-12; Guidelines on Naming Rights were both approved. The committee approved three resolutions for the Board's consideration including F13-25, Authorizing Requests for Advance of Property Taxes from Lake County, F14-25, Authorizing the FY2025 Report of Affordability and Efficiency, and F15-25, Approving the College's General Operating Fund Fiscal Year 2025 Operations Budget. Mr. Rupert reported that three contracts that exceed \$200,000 were presented and approved. The OACC Risk Management Program provides for our liability coverage, including cyber liability. The coverage is the

same as last year's. The increase in premiums is 10%. Lake County Schools Council provides the employee health insurance benefits for calendar year 2026. The requested authority will accommodate a 20% increase over 2025 premiums. Xerox Business Solutions will allow for the upgrade of the College's printer and copier fleet. This purchase is from an Inter-University Council contract and is funded by the Unrestricted Plant Fund.

9.0 Action Items

Mr. Rupert called for a motion to remove action item 9.14 Policy 3354-2-03-01, Organization of the Board, from the agenda and bundle the remaining action items 9.1 through 9.21 for approval. Mr. Freese moved, and Mr. McIntosh seconded the motion, which passed as follows:

Ms. Janet Majka-yes
Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-yes
Mr. Paul Rupert-yes

- 9.1** New Policy-Faculty Annual Performance Evaluations-APPROVED
- 9.2** New Policy-Faculty Workload-APPROVED
- 9.3** New Policy-Faculty Tenure-APPROVED
- 9.4** New Policy-Post-Tenure Review-APPROVED
- 9.5** New Policy-Retrenchment-APPROVED
- 9.6** Policy 3354-2-20-06, Probationary Employment Status for Staff Employees-APPROVED
- 9.7** Policy 3354-2-20-09, Employment of Athletic Coaches-APPROVED
- 9.8** Policy 3354-2-20-10, Background Inquiries-APPROVED
- 9.9** Policy 3354-2-20-33, Temporary Assignment above Classification-APPROVED
- 9.10** Policy 3354-2-20-36, Overtime/Compensatory Time-APPROVED
- 9.11** Policy 3354-2-20-38, Sheltering of Employees' Retirement System Contributions-APPROVED
- 9.12** Policy 3354-2-20-59, Jury Duty-APPROVED
- 9.13** Policy 3354-2-20-76, Grievance Policy for Employees-APPROVED
- 9.14** Policy 3354-2-03-01, Organization of the Board-Removed from agenda
- 9.15** Policy 3354-2-04-03, Reporting to the Board-REPEALED
- 9.16** Policy 3354-2-05-01, Full-time Faculty-REPEALED
- 9.17** Policy 3354-2-26-35, Gifts and Grants Policy-APPROVED
- 9.18** Policy 3354-2-10-12, Guidelines on Naming Rights-APPROVED
- 9.19** Resolution F13-25, Authorizing Requests for Advance of Property Taxes from Lake County-APPROVED
- 9.20** Resolution F14-25, Authorizing the FY2025 Report of Affordability and

Efficiency-APPROVED

9.21 Resolution F15-25, Approving the College's General Operating Fund Fiscal Year 2025 Operations Budget-APPROVED

10.0 Consent Agenda

Ms. Majka requested that the 2026 Board of Trustees Meeting Schedule be removed from the consent agenda for further discussion. Mr. Hebebrand explained his concerns about the current meeting schedule and timing of approvals in future meetings. He discussed including the Human Resources Committee on the schedule for January 22, 2026. Mr. Freese suggested that the dates be confirmed for next year's meeting days to plan personal schedules in advance. Mr. O'Brien agreed with Mr. Freese and Mr. Hebebrand. Mrs. Fellows expressed the need to set dates and offered a suggestion of more meetings every year. She also informed the Board she schedules regular meetings with President Ahuja to stay informed on college business.

Mr. Rupert called for a motion to approve the items on the consent agenda including a revision to the 2026 BOT meeting schedule to include the Human Resources Committee meeting on January 22, 2026, at 3 p.m. and the BOT regular meeting at 4 p.m. Mr. Freese moved, and Mr. McIntosh seconded the motion, which passed as follows:

Ms. Janet Majka-yes

Mr. Matthew Hebebrand-yes

Mr. Jack Cornachio-yes

Mr. Kevin Freese-yes

Mr. Tim O'Brien-yes

Mrs. Deanna Elsing-yes

Mr. Morgan McIntosh-yes

Mrs. Nancy Fellows-yes

Mr. Paul Rupert-yes

10.1 Personnel Report-APPROVED

10.2 Report of Purchase Orders, Bids, and Expenditures-APPROVED

10.3 Proposed 2026 Board of Trustees Meeting Schedule-APPROVED with revision

11.0 Old Business

No items of old business.

12.0 New Business

Mrs. Fellows provided an update regarding former trustee, Beverly Vitaz, and her family.

13.0 Executive Session

Mr. Rupert called for a motion to enter Executive Session to discuss a pending or potential legal matter in accordance with Ohio Revised Code 121.22, Section G. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

Ms. Janet Majka-yes

Mr. Matthew Hebebrand-yes

Mr. Jack Cornachio-yes

Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-yes
Mr. Paul Rupert-yes

The executive session began at 2:16 p.m.

Mr. Rupert called for a motion to close the executive session. Mr. Freese moved, and Ms. Majka seconded the motion, which passed as follows:

Ms. Janet Majka-yes
Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-yes
Mr. Paul Rupert-yes

The executive session ended at 2:38 p.m.

14.0 Adjournment

Mr. Rupert called for a motion for adjournment. Mr. Freese moved, and Ms. Majka seconded the motion, which passed as follows:

Ms. Janet Majka-yes
Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mrs. Nancy Fellows-yes
Mr. Paul Rupert-yes

The meeting was adjourned at 2:39 p.m.

LAKE COUNTY COMMUNITY COLLEGE DISTRICT

APPROVED: January 22, 2026


Board Chair


Board Secretary