

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

**May 2, 2025, 1:00 p.m.
Board Room-Building D, Room D2115
Zoom Video Conferencing**

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 1:00 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
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
Mr. Rick Penny, Chief Information Officer
Mrs. Jessica Tremayne, Chief Public Relations Officer
Mrs. Stephanie Brown, Chief Data Analytics Officer and College Registrar
Mr. Mario Petitti, Dean of Students
Dr. Erin Fekete, Dean for Arts and Sciences
Dr. Ryan Hamilton, Dean for IT, CS, and Engineering
Mr. Dean Becker, Interim Chief of Police
Ms. Kristin Gregory, President of the Lakeland Staff Association
Mr. Michael Cooper, Senior Director of Financial Services
Ms. Ginny Barrett, Accounting Coordinator
Mr. Anthony Farris, Attorney-Ohio Attorney General's Office

4.0 Approval of the March 7, 2025, Board of Trustees Regular Meeting Minutes

Mr. Rupert asked for any changes or corrections to the meeting minutes. Mr. Hebebrand asked for an amendment to the Executive Session in the minutes to include language from the ORC, Section 121.22-To consider the appointment, employment, dismissal, discipline,

promotion, demotion, or compensation of a public employee or official. Mr. Rupert called for a motion to approve the amended minutes of the March 7, 2025, regular meeting. Mr. Hebebrand moved to approve the amended minutes 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-abstained
Mr. Paul Rupert-yes

- 5.0 Remarks from the Board Chair** - Mr. Rupert expressed his thanks to Mrs. Beverly Vitaz for her years of service as a Trustee. Mrs. Vitaz recently resigned from the Board of Trustees on April 2, 2025. Mr. Rupert wished her the best in the future on behalf of the Board. Mr. Rupert welcomed Mrs. Nancy Fellows back to the Board of Trustees. Mrs. Fellows will be replacing Mrs. Vitaz with her new appointment with the Ohio Governor's Office. Mrs. Fellows took her Oath of Office on May 1, 2025. Mr. Rupert also welcomed Mr. Tony Farris from the Ohio Attorney General's office as the Board of Trustees' general counsel liaison.

Mr. Rupert mentioned the Higher Learning Commission IAC hearing from April. The representatives of the College for this hearing were Mr. Rupert, Dr. Ahuja, Dr. Crooks, and Mr. Cummins. Mr. Rupert reported that the results of this hearing should be available later in June.

Mr. Rupert also informed the Board that they will soon be receiving the annual evaluation form for President Ahuja in the coming weeks. He also reminded the Board about the commencement ceremonies on May 10th and asked that each Trustee attending participate in distributing diplomas to the graduates.

- 6.0 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. Public Participants included: Mr. Brian Massie.

Mr. Massie is a Lake County resident and representative of Lobbyists for Citizens. He personally thanked Mr. Cummins by assisting him with his Public Records requests. He expressed his concern regarding a public records request for a contract from 2006 for North Shore Associates for a monthly fee of \$1,500. He is requesting a copy of this contract and payment history.

Mr. Massie was concerned regarding the Auburn Career Center with a duplication of educational services with Lakeland. He also informed the Board of Trustees that he is a member of a committee that traveled to the Ohio Attorney General's office the previous day to file a petition. This petition was for the elimination of property taxes in the state of Ohio. He thanked the Board for this time speaking at this meeting. Mr. Rupert thanked Mr.

Massie for his participation.

7.0 Information Items and Reports

- 7.1** Dr. Ahuja discussed several major topics at this meeting. He provided an update on the College's ongoing work to meet the requirements of the Special Performance Audit. He also provided an update on the College's ongoing review by the Higher Learning Commission. Dr. Ahuja discussed the passage of the Advance Ohio Higher Education Act and the College's plans for implementation of the act. Finally, Dr. Ahuja provided financial context in preparation for the FY2026 budget for the College.
- 7.2** Ms. Majka informed the Board that she was elected Chair of the Academic and Student Success committee. She reported that Dr. Crooks presented the 2026-2027 academic calendar for approval. The committee voted unanimously to approve. The Admissions and Residency Requirements policies were both unanimously approved by the committee. Ms. Majka reported the long-term professional leave application for Natalie Hopper and Brooke Arnold's tenure application were recommended for approval by Dr. Crooks. The Human Resources Committee approved these action items. Ms. Majka discussed highlights of accomplishments of various student organizations from recent and upcoming events.
- 7.3** Mr. Hebebrand informed the Board that he was elected Chair of the Human Resources Committee. He reported that Dr. Ahuja presented four policies to be repealed. The committee approved to repeal those policies which include Computer Software, Computer and Computer-Related Equipment Financing, Network Programming, and Advertising. Mr. Hebebrand reported that the committee approved the Personnel Report. He did confirm the long-term professional leave and tenure applications were both approved.
- 7.4** Mr. Rupert informed the Board that he was elected Chair of the Finance, Audit, and Physical Plant committee. He reported that Mr. Cummins presented two policies and the report of Purchase Orders, Bids, and Expenditures. The committee approved updates to policies which include Guidelines for Financial Reserves and Capitalization and Depreciation. The committee also approved the Report of Purchase Orders, Bids, and Expenditures. Mr. Rupert discussed highlights from the financial report for the third quarter and noted that the E-Building building project is on schedule. He also reported that a tour for the Board will take place after the August 22nd Board meeting.

8.0 Action Items

Mr. Rupert called for a motion to approve action items 8.1 through 8.8 bundled on the agenda. Mr. Hebebrand moved to approve agenda items 8.1 through 8.8 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

- 8.1 Policy 3354-2-62-01, Admissions Policy-APPROVED
- 8.2 Policy 3354-2-62-05, Residency Requirements and Student Location (NC-SARA Compliance)-APPROVED
- 8.3 Policy 3354-2-11-02, Computer Software-REPEALED
- 8.4 Policy 3354-2-20-78, Computer and Computer-Related Equipment Financing-REPEALED
- 8.5 Policy 3354-2-29-02, Network Programming-REPEALED
- 8.6 Policy 3354-2-29-04, Advertising-REPEALED
- 8.7 Policy 3354-2-10-13, Guidelines for Financial Reserves-APPROVED
- 8.8 Policy 3354-2-37-17, Capitalization and Depreciation-APPROVED

9.0 Consent Agenda

Mr. Rupert called for a motion to approve the items on the consent agenda. 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

- 9.1 2026-2027 Academic Calendar-APPROVED
- 9.2 Personnel Report-APPROVED
- 9.3 Report of Purchase Orders, Bids, and Expenditures-APPROVED

10.0 Old Business

No items of old business.

11.0 New Business

Mr. Rupert called for items of new business. Mr. Hebebrand discussed his response to Mr. Massie's comments. He mentioned the Lake County Commissioners' office is coordinating an informal working group that will be meeting to discuss the Auburn Career Center and the college. Mr. Freese responded to Mr. Hebebrand regarding that meeting being rescheduled for a later date. Dr. Ahuja had no further update for a new meeting date.

Mrs. Elsing reported to the Board she has seen a positive increase with the College social

media and LinkedIn pages, which is a great way to boost enrollment. She discussed attending the Robotic competition hosted on the College campus, and she appreciates the opportunities provided on campus. Mrs. Elsing also reminded the Board about the scheduled music performance in the Performing Arts Center on campus.

12.0 Executive Session

No executive session during this meeting.

13.0 Adjournment

Mr. Rupert called for a motion for adjournment. Ms. Majka 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

The meeting was adjourned at 2:13 p.m.

LAKE COUNTY COMMUNITY COLLEGE DISTRICT

APPROVED: June 20, 2025



Board Chair



Board Secretary