

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

**March 7, 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:
Mrs. Beverly Vitaz-via Zoom
Ms. Janet Majka
Mr. Matthew Hebebrand
Mr. Jack Cornachio
Mr. Kevin Freese
Mr. Tim O'Brien
Mrs. Deanna Elsing
Mr. Morgan McIntosh-via Zoom
Mr. Paul Rupert

Also in attendance:

Dr. Sunil Ahuja, President
Dr. John Crooks, Interim Provost and Vice President for Academic and Student Affairs
Dr. Jennifer Collis, Vice President for Enrollment Management and Student Retention Services
Mr. David Cummins, Vice President for Administrative Services & Treasurer
Mr. Rick Penny, Chief Information Officer
Mr. Mario Petitti, Dean of Students
Dr. Regina Prosser, Dean for Health Technologies
Dr. Erin Fekete, Dean for Arts and Sciences
Dr. Ryan Hamilton, Dean for IT, CS, and Engineering
Mr. Dean Becker, Interim Chief of Police
Mr. David Spotton, Campus Police
Mr. Tobin Terry, Professor and President of the Lakeland Faculty Association
Dr. Gretchen Skok-DiSanto, Professor and Director of Entrepreneurship Center
Mr. George Crisci, Attorney-Labor and Employment Law
Multiple Faculty members

4.0 Approval of the January 31, 2025, Board of Trustees Regular Meeting Minutes

Mr. Rupert called for a motion to approve the minutes of the January 31, 2025, regular meeting. Mr. Cornachio moved to approve the minutes and Ms. Majka seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes

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

Mr. Paul Rupert-yes

5.0 Oath of Office-Board Secretary - Dr. Sunil Ahuja administered the Board of Trustees member Oath of Office to Mrs. Deanna Elsing and Mr. Morgan McIntosh.

6.0 Remarks from the Board Chair - Mr. Rupert expressed his thanks to Mr. James Hackenberg for his years of service to the Board of Trustees as General Counsel. Mr. Hackenberg recently retired after the January 31, 2025, meeting. Mr. Rupert also thanked Mrs. Nancy Fellows for her service on committees and as a member of the Board of Trustees as well as Mrs. Ellen Foley Kessler for service as Board of Trustees member and most recently during her role as Board Chair. Mr. Kevin Freese also thanked Mr. Hackenberg, Mrs. Kessler, and Mrs. Fellows for their service on the Board of Trustees.

Mr. Rupert formally welcomed Mrs. Deanna Elsing and Mr. Morgan McIntosh to the Board. He stated that he will allow some time for Mrs. Elsing and Mr. McIntosh to provide preferences for committee appointments going forward. Mr. Rupert will determine committee appointments for all Board members at a later date.

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. Public Participants included: Mr. Tobin Terry.

Mr. Terry welcomed the two new members of the Board of Trustees. He expressed his appreciation to the Administration for their willingness to meet with faculty several times in recent weeks. He explained that these meetings have not been easy but have been necessary based on the responsibility to protect the institution, students, employees, and the institution's future. He also expressed his thanks to the Board of Trustees for the time and attention they have given to this process.

He expressed his appreciation for the faculty members who may be leaving the College as talented educators who have spent their careers helping students. He expressed the importance of the Faculty, Administration, and Board of Trustees facing difficult moments with transparency, honesty, dignity, and respect. He trusts that the Board's decision process is guided by shared values. He informed the Board that faculty members are ready to

embrace Lakeland's future in partnership with the Board and Administration to strengthen programs, bolster enrollment, and restore trust in shared governance. He expressed his hope that decisions made today not only reflect the financial realities of the moment but also shared values.

8.0 Information Items and Reports

- 8.1** Dr. Ahuja echoed the statement made by Mr. Tobin Terry regarding the difficult conversations and decisions in recent weeks with reference to faculty positions. He expressed appreciation for the faculty leadership's collaboration in this effort. Following this Board meeting, Dr. Ahuja indicated that at the next Board meeting he will further discuss the College's path moving forward including the priorities to be addressed in the FY 2026 budget. Pending passage of The Advance Ohio Higher Education Act, Dr. Ahuja will discuss the main points of the Act and their implementation at the college at the next Board meeting. Finally, Dr. Ahuja noted that he will be in attendance at the Governor's State of the State Address in Columbus on March 12th.
- 8.2** Ms. Majka reported that Dr. Crooks presented highlights of the accomplishments of the men's and women's teams this season, which included volleyball, soccer, basketball, baseball, softball, and e-sports. He also announced that the Higher Learning Commission (HLC) Annual Conference is scheduled for April 5-9, 2025, and HLC Institutional Action Council (IAC) Hearing is scheduled for April 29, 2025. Dr. Crooks announced that Lakeland's Chapter of Phi Theta Kappa is being celebrated as a REACH Rewards Chapter. The REACH Rewards program celebrates and rewards Phi Theta Kappa chapters that excel in membership and engagement, contributing to increased rates of student success and engagement beyond the classroom. He also announced that there will be two commencement ceremonies on Saturday, May 10, 2025, at 10 a.m. and 1 p.m. in the Athletic and Fitness Center (AFC) Main Gym. This year's commencement speaker is Mike Duffey, Chancellor of the Ohio Department of Higher Education. Further details will be provided in the coming weeks. Ms. Majka also reported that Mr. Penny presented information on the Gramm-Leach-Bliley Act and Federal Student Financial Aid. Lakeland offers Title IV (Student Financial Aid) programs and has agreed to the Program Participation Agreement (PPA) to comply with the Gramm-Leach-Bliley Act.
- 8.3** Mr. Cornachio reported that the committee approved updates to the policies listed on the Board of Trustees Agenda (Action Items 9.1-9.7). Mr. Penny and Mrs. Durst presented these updates. Mr. Cornachio also reported that Mrs. Durst presented the Personnel Report which was approved by the committee.
- 8.4** Mrs. Vitaz reported that Resolution F3-25, Adjusting the Rates of Tuition Commencing Fall Semester 2025, which will increase tuition by \$5.00 per credit hour, was approved by the committee by majority vote 2 to 1. She informed the Board that Mr. Cummins reviewed the financial report highlights for January 31, 2025. Consistent with prior reports, revenues are above budget estimates. Compensation exceeds the year-to-date budget estimate. However, this is more than offset by under-spending on non-compensation items. He also reported

that there were no requested purchases over \$100,000 that would require Board approval. There was one Purchase Order between \$25,000 and \$100,000 to University Hospitals for \$31,944. Mr. Cummins presented the proposed calendar for the development of the FY 2026 budget process which is currently underway. The Budget will be presented for Board approval at the June 2025 meeting.

Mr. Hebebrand motioned to remove Action Item 9.7 Resolution F3-25, Adjusting the Rates of Tuition, from the bundled Action Items to discuss separately, Ms. Majka seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

Mr. Freese motioned to approve policy items 9.1 through 9.6 on the agenda and Mr. Hebebrand seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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-abstained
Mr. Paul Rupert-yes

Mr. Rupert called for a motion to discuss Action Item 9.7 Resolution F3-25, Adjusting the Rates of Tuition. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

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

Mr. Hebebrand moved to table Action Item 9.7 Resolution F3-25, Adjusting the Rates of Tuition. No one seconded the motion. Motion was withdrawn.

Mr. Rupert called for a motion to approve Action Item 9.7 Resolution F3-25, Adjusting the Rates of Tuition. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
Ms. Janet Majka-no
Mr. Matthew Hebebrand-no
Mr. Jack Cornachio-yes
Mr. Kevin Freese-yes
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mr. Paul Rupert-yes

9.0 Action Items

- 9.1** Policy 3354-2-11-03, Information Technology Acceptable Use Policy-APPROVED
- 9.2** Policy 3354-2-11-04, Data Security and Privacy Assurance-APPROVED
- 9.3** Policy 3354-2-62-05, Residency Requirements and Student Location (NC-SARA Compliance)-APPROVED
- 9.4** Policy 3354-2-20-30, Performance Management-APPROVED
- 9.5** Policy 3354-2-20-31, Reclassification of Staff Positions-APPROVED
- 9.6** Policy 3354-2-20-32, Staff Salary Placement-APPROVED
- 9.7** Resolution F3-25, Adjusting the Rates of Tuition Commencing Fall Semester 2025-APPROVED

10.0 Consent Agenda

Mr. Rupert called for a motion to approve the items on the consent agenda. Mr. Cornachio moved, and Mr. Hebebrand seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

- 10.1** Personnel Report-APPROVED
- 10.2** Report of Purchase Orders, Bids, and Expenditures-APPROVED

11.0 Old Business

Mr. Rupert called for a motion to approve the updates to the 2025 Board of Trustees calendar. Mr. O'Brien moved, and Ms. Majka seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
Ms. Janet Majka-yes

Mr. Matthew Hebebrand-yes
Mr. Jack Cornachio-yes
Mr. Kevin Freese-abstained
Mr. Tim O'Brien-yes
Mrs. Deanna Elsing-yes
Mr. Morgan McIntosh-yes
Mr. Paul Rupert-yes

11.1 June Meeting Date - June 20, 2025-APPROVED

11.2 Board Retreat Date - September 27, 2025-APPROVED

12.0 New Business

No items of new business.

13.0 Executive Session – Mr. Rupert called for a motion to enter executive session to discuss the employment of public employees and legal matter. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

The executive session began at 1:43 p.m.

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

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

The executive session ended at 1:55 p.m.

Mr. Rupert called for a motion to enter executive session. Mr. Hebebrand moved per the ORC, Section 121.22-To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, and Mr. Cornachio seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

The executive session began at 2:00 p.m.

Mr. Rupert called for a motion to close executive session to discuss the employment of public employees, real estate, or a legal matter. Mr. Freese moved, and Ms. Majka seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

The executive session ended at 3:00 p.m.

Mr. Rupert called for a motion to add an agenda item. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

Mr. Rupert called for a motion to approve the President's recommendation for faculty reduction in force with a written resolution to be included in the minutes. Mr. Cornachio moved, and Mr. O'Brien seconded the motion, which passed as follows:

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

14.0 Adjournment

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

Mrs. Beverly Vitaz-yes
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
Mr. Paul Rupert-yes

The meeting was adjourned at 3:04 p.m.

LAKE COUNTY COMMUNITY COLLEGE DISTRICT

APPROVED with Amendment: May 2, 2025


Board Chair


Board Secretary