

Washington State College of Ohio
Board of Trustees Meeting

June 16, 2025, 4 p.m.

Health Room H108

Meeting Minutes

Call to Order

Chair Tyler Wilcox called the meeting to order at 4:05 p.m. Lisa Walsh took roll call and meeting minutes. The following trustees were present: Mr. Tyler Wilcox, Ms. Jodey Altier, Mr. Bernie Anderson, Mr. Randy Barengo, Ms. Christy Chavez, Ms. Lucinda Erickson, Mr. David Vandenberg, Ms. Susan Vessels, and Dr. Joseph Zacharias.

Others in attendance included Dr. Sarah Parker (President), Dr. Jona Rinard (Vice President of Academic Affairs), Mr. Brandon Herb (Director of Facilities), Ms. Maddie Galloway (Director of Financial Aid), Ms. Emily Miskimins (Director of Human Resources), Ms. Jacklyn Callihan (Director of Marketing), Ms. Kathy Temple-Miller (Dean of Student Success), Ms. Dustin Taylor (Registrar), Ms. Megan Marion (Director of Foundation), Mr. Scott Trew (Executive Director of Operations and Finance), Mr. Hunter Warsinsky (Director of Admissions), and Ms. Madelyn Goff.

Agenda Approval/Changes

Trustee Barengo moved to approve the agenda, Trustee Anderson seconded, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y
Ms. Erickson	Y		

The **June 16, 2025 agenda** was approved as **Resolution R17-25**.

Approval of April 21, 2025 Minutes

Trustee Zacharias moved to approve the minutes as presented, Trustee Altier seconded, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y

Ms. Erickson	Y		
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The **April 21, 2025 minutes**, as presented, were approved as **Resolution R18-25**.

Induction of New Trustee

Chair Wilcox led the swearing in of Ms. Christy Chavez. Ms. Chavez is the managing member of Reno Oil & Gas LLC. She is an Executive Board member of Shale Crescent USA, and serves as a member of the Marietta Community Foundation Board of Directors. Mr. Wilcox welcomed Ms. Chavez to the Board.

Public Comment

There were no public comments.

Recognition of Guests

Dr. Sarah Parker introduced Ms. Madelyn Goff, the new Executive Assistant to the President. Ms. Goff is an alumna who graduated with a Bachelor of Business Administration degree from Franklin University and worked in Legal Examination at the U.S. Department of the Treasury.

Financial Report

Executive Director of Operations and Finance, Mr. Scott Trew, reviewed the Variance Report. He stated that tuition and fees are up with an increase of 4.15%, due to an increase of credit hours purchased. State appropriations are up 6.2% due to an increase in the State Share of Instruction. Sales and service is down 11.5% due to reduced lab fees. Other sources are down 26.8% for grants held in miscellaneous income. Total revenues are up by 2.7%

In General Fund Expenses, Instructional expenses are up 10.7% due to final pays and fiscal year end purchasing, Academic Support is down 25.7% due to reduced positions. Student services are up 10%, due to repurposed positions. Institutional Support is up 6% due to software and the wayfinding project. Operation and Maintenance up 11% for the Chemistry lab and repairs for the electrical surge. Expenses from the surge are expected to be reimbursed from insurance once invoices are received. Scholarships and Fellowships are down 10%. Total expenses are up 5.7% for the year.

Mr. Vandenberg asked about the total for the surge electrical expenses. Mr. Trew responded that the total is between \$60,000-70,000 due to rewiring several fire panels in a couple of the buildings. Ms. Vessels inquired about why Scholarships and Fellowships are down. Dr. Parker responded that Megan Marion will have a Foundation update at the next meeting. Dr. Parker and Ms. Marion concurred that Scholarships and Fellowships are in the general fund of the institutional side of the college.

On the Statement of Revenues and Expenses, Mr. Trew highlighted that the Scholarships and Fellowships line shows the result of changing processes for the Early Enrollment Program for CCP students who elect to take additional courses while they are in high school. EEP fees are

waived through this program and are allotted and budgeted each year. Once the budget is surpassed, students have to pay out of pocket for classes. Dr. Parker added that the EEP program's purpose is to encourage students who are close to completing a degree to take remaining classes. On the Balance Sheet, Cash and Investments are up with capital funds for projects that are in process. On the Restricted Funds report, Mr. Trew said that there were no notable items.

Trustee Wilcox moved to approve the report as presented, Trustee Vessels seconded, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y
Ms. Erickson	Y		

The Financial Report via Consent Agenda was approved as **Resolution R19-25**.

Administrative Report via Consent Agenda

The Administrative Report was given by the new Director of Human Resources, Ms. Emily Miskimins. Dr. Parker noted that Emily has worked with the former director of Human Resources for almost 2 years. Ms. Miskimins stated that summer is a busy time for the Human Resources Department. Ms. Miskimins began with an update on current hiring efforts. The final candidate of choice for the Director of CCP Partnerships will be receiving an offer letter. The Educational Faculty position has been filled by Ally Trew. Second round interviews are being conducted for the Dean of Technology and Transfer, and community forums are being held this week on Tuesday and Wednesday.

Second round interviews with three candidates are being set up for the Cyber Security/Information Technology Faculty position. There are two candidates being interviewed next week for the Human Resources Specialist position. The Educational Talent Search Advisor position was just posted publicly. One additional Master's prepared Nursing faculty member is being sought.

New hires and internal advancements include Nursing Faculty Jasmine Fogle, Elizabeth Bowden, and Arielle Fluharty, and Communications Faculty Donna Fenton. Rebecca Pickens was hired in April as Adjunct Faculty for Process Engineering Technology. June 16th is Madelyn Goff's first day as Executive Assistant to the President. Upward Bound has hired Justin Barker and Adriana Matson as Resident Assistants.

Ms. Miskimins also reviewed recent resignations which include Cyber Security Faculty Mark

Riley, Executive Assistant to the President Cheyenne Castle, and ETS Advisor Lauren Zwick.

Trustee Altier made a motion to approve the Administrative Report via Consent Agenda. Trustee Vandenberg seconded the motion, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y
Ms. Erickson	Y		

The Administrative Report via Consent Agenda was approved as **Resolution 20-25**.

Facilities Update

Director of Facilities Brandon Herb and Director of Marketing Jackie Callihan gave a presentation on new wayfinding signage for the campus. Ms. Callihan gave a color presentation to demonstrate brand identity. She said that the college has four main colors, and of those colors green and white will be used for the wayfinding project. Ms. Callihan noted the tone of green is different than that of Ohio University, and color psychology and brand were considered to represent Washington State as a trusted institution in the community for over 50 years.

The project will install 329 indoor signs, 1 LED monument sign, 4 directional post and panel signs, and one campus map. The map will be placed between the library and the Student OneStop buildings. Sir Speedy is the vendor that was chosen based on providing signage for both indoor and outdoor locations at the most responsible rate. The LED monument sign will be at the intersection of Glendale and Colegate roads, will accommodate a secondary entrance, and will be able to be seen from all directions.

Mr. Anderson asked about the recommendation for sizing based on what moving traffic can see. Ms. Callihan said that safety and the city permitting process did not allow a raised sign. Mr. Wilcox asked what is anticipated to be projected on the LED sign. The current vinyl registration banners will be taken down and migrated to the sign, along with campus events and guest speakers. Discussions also included partners such as BB2C being able to advertise their events. The college will be able to control when the sign is in use, and adjust the brightness as needed.

Dr. Zacharias asked if the college owns the land. Dr. Parker responded that the land around the sign is owned by the college, with the exception of the small house on that part of the property. The monument at the main entrance will have faux brick with colors that will match our current buildings. Mr. Herb noted that the recent bridge project identified those colors. The bricks will be UV coated. Post and panel signs in the project have the ability to have the graphic at the top updated, if needed. They will be in 4 different locations. Regarding the campus map, an artist will create a drone image of the campus to help students navigate. The project timeline is to

install signs across campus the week of July 7th beginning with external signs. Dr. Parker said she is excited about this project, which was delayed due to the college name change. She said the signage will be completed all at once due to available funding. Mr. Barengo asked about the total cost of the project. Mr. Herb responded that it will be \$115,000.

Policy Revisions via Consent Agenda

Senate Bill 1, also known as the Advance Ohio Education Act, has 18 areas of compliance for public institutions of higher education. There are some which do not pertain to our institution. There are 8 with which the college will need to be in compliance, 5 of which pertain to the Board of Trustees. The first is Board of Trustee training, which is scheduled for September 18th, 2025 and will be offered in person, by Zoom, or watching a recording. Guidance will follow from ODHE so that all colleges are in compliance. The second item relates to faculty workload policies, and the third requirement is a new Civics course for Bachelor degrees. The second and third items will require a vote.

The proposed policy changes before the Board include a statement of commitment and an intellectual diversity commitment. The language was provided in the Ohio Revised Code. The statement of commitment must be displayed where our mission statement is displayed, such as the website and outside of the President's office. Another addition is for the Policy and Procedure manual and requires a statement regarding to the commitment to diversity of beliefs and prohibitions of required endorsements of any ideology or political stance.

Mr. Wilcox made a grammatical correction in verbiage in section L, removing the word affirm from the phrase "The College affirm will seek out invited speakers who have diverse ideological or political views." Mr. Vandenberg asked how the changes will be conveyed to staff. Dr. Parker will send an email to all staff to explain the changes. Senate Bill 1 has been a topic of conversation, and different explanations of impact have been provided for guidance. Mr. Wilcox asked if in summary, approving these changes will bring the college into compliance. Dr. Parker responded that these are just two of eighteen required changes. Mr. Wilcox then clarified that making the proposed changes to the Policy and Procedure manual before the Board will bring the College into compliance, and Dr. Parker affirmed that it would do so.

Trustee Vessels made a motion to approve the Administrative Report via Consent Agenda. Trustee Altier seconded the motion, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y
Ms. Erickson	Y		

The **Policy Revisions via Consent Agenda**, as presented, was approved as **Resolution R21-25**.

President's Report

On the 17th of May, 453 diplomas were conferred, which included 235 associate degrees and 218 certificates awarded. Nursing pinning was also successful. The Nursing program graduated over fifty in the Associate Degree in Nursing Program and 16 certificates for Licensed Practical Nursing were awarded.

Dr. Parker also shared information on the 2024-2025 InCert Academy, the Friday program for high school juniors and seniors who are not at the Career Center and not in CCP classes to earn certifications. Washington State finished the year with ten school district partners and 46 students. The students prepared for certifications in welding, cyber security, criminal justice, and robotics. Jared Voldness, Director of Engineering & Business, has done a great job managing the academy, and is working on building and expanding next year's class. Federal Hocking students came a week after the program ended and chose to work on their welding projects. One student has been hired at HiVac. Dr. Jona Rinard added that the student needed to have a job out of high school due to home circumstances.

Dr. Parker reported that at the Employee Recognition Luncheon 11 faculty and staff were recognized for having served 5, 10, or 20 years at the college. Retiring staff and faculty who received a rank increase were also celebrated. Finally, the Excellence in Teaching and Excellence in Student Support awards were announced. Health faculty member Valerie Webster was recognized for going above and beyond to help students in the classroom and in the greenhouse. Amanda Stilgenbauer was awarded for Excellence in Student Support for all of her work with Health Program students. Faculty and staff submit nominations, with the committee to determine awardees made up of past award winners.

The Foundation Scholarship Ceremony was held May 1st, with \$170,000 awarded to 129 students. 13 of those students were awarded full-ride scholarships.

On May 21, Trustee Vandenberg and Dr. Parker traveled to Columbus State Community College to attend the OACC Governance Meeting. This group meets twice a year to review past minutes, budget reports, and any other business needed to be addressed for the Governing Board. Representative Tom Young and Representative Matt Huffman spoke to the group about higher education priorities for Ohio. The focus was on increasing awareness of workforce development, building partnerships between K-12 and higher education (specifically at the elementary and middle school levels), looking into opportunities to launch three-year bachelor's degrees, and integrating AI into classroom curriculum to prepare the future workforce. Mr. Vandenberg shared about the importance of giving students career insights in elementary school and making connections with younger students. He also added that a way should be found to manage AI as a tool for good.

Also in May, the second Workforce30 Stakeholder meeting convened. Workforce need data was examined. Specifically, the attendees dug deeper into occupational profiles where five- and ten-year forecasts for deficits or surpluses might exist for job openings. Dr. Parker mentioned that the college is 95% in alignment with the guidance.

Also, GRIT Ohio presented data to show the assessment of high schoolers' areas of interest compared to their aptitudes. GRIT is one of the career assessments that are given in high schools. Interestingly, while 4.5% of students indicated an interest in manufacturing, 18.1% of those students assessed had an aptitude for manufacturing. This is an area where deficits will be in the future. Mr. Vandenberg mentioned a similar test that is given to 14-year-old students in Germany to determine interests and provide them with a career roadmap.

Lastly, Lt. Governor Jim Trussel came to campus on June 10th and convened the Southeast Region meeting for Workforce Playbook. He had heard of our Workforce 30 work. This was an opportunity to showcase the college and the ways in which we partner with other educational institutions and industry partners in the region. The focus of the meeting was to facilitate a discussion about the development of Ohio's Workforce Playbook. Moving forward, the focus is on collaboration rather than competition. Representatives from Scioto, Meigs, Noble, Muskingum, other southeast regions of the state were at the table. Areas of discussion included increasing awareness of job and training opportunities, and promoting and developing soft skills. Next steps were to plan a Workforce Playbook Summit for the region, and to determine the audience and additional participants.

Adjournment

Trustee Vandenberg made a motion to adjourn at 4:53 p.m. Trustee Anderson seconded the motion, and the motion passed with a roll call vote.

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Y
Mr. Barengo	Y	Dr. Zacharias	Y
Ms. Chavez	Y	Mr. Wilcox	Y
Ms. Erickson	Y		

The Adjournment of the June 16th, 2025 meeting of the WSCO Board of Trustees was approved as **Resolution R22-25**.

The next meeting is scheduled for August 18th, 2025.

Mr. Tyler Wilcox Date

Dr. Sarah Parker Date