

**Washington State College of Ohio**  
**Board of Trustees Meeting**  
 December 9th, 2024, 4 p.m.  
 Health Room H108  
**Meeting Minutes**

**Call to Order**

Chair Tyler Wilcox called the meeting to order at 3:59 p.m. Cheyenne Castle, Executive Assistant to Administration, took roll call and meeting minutes. The following trustees were present: Mr. Bernie Anderson, Mr. Randy Barengo, Mr. David Vandenberg, Ms. Susan Vessels, Mr. Tyler Wilcox, Ms. Jodey Altier and Dr. Joseph Zacharias. Ms. Cinda Erickson entered the meeting at 4:02 p.m.

Others in attendance included Dr. Sarah Parker (President), Mr. David Hermann (Vice President for Student Affairs), Dr. Jona Rinard (Dean of Technology and Transfer), Ms. Maddie Galloway (Interim Director of Financial Aid), Kathy Temple-Miller (Dean of Student Success), Ms. Angela Lang (Chief Financial Officer), Megan Marion (Director of Foundation), and Dustin Taylor (Registrar).

**Agenda Approval/Changes**

The facilities update was postponed until the February Board of Trustees meeting, and resolution R-68 was added for the renaming of WSCO foundation from Washington State Community College Foundation to Washington State College of Ohio Foundation.

Trustee David Vandenberg moved to approve the agenda as presented, Trustee Susan 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. Erickson	absent	Mr. Wilcox	y

The **December 9th, 2024 agenda**, as presented, was approved as **Resolution R65-24**.

**Approval of November 18th, 2024 Minutes**

Trustee Susan Vessels moved to approve the minutes as presented, Jodey 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. Erickson	absent	Mr. Wilcox	y
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The **November 18th, 2024 minutes**, as presented, were approved as **Resolution R66-24**.

**Public Comment**  
None

**Financial Report via Consent Agenda**

Ms. Lang reviewed the four Then and Now items. Ms. Lang then discussed the FY26 Proposed Fees. In the past, fees were typically approved in February, but the process has been adjusted to better align with the FY26 schedule. Most of the Health Information Management Technology (HIMT) exam fees were proposed for removal due to the accreditor (AHIMA) making it possible for students to purchase exams through the bookstore. The only two exam fees that are remaining for HIMT are the Castle Branch subscription and the HFMA student membership fee. Students may use Financial Aid for these fees regardless of whether they are charged as an exam fee or at the bookstore. Massage Therapy is adding a uniform fee. The Assessment Technology Institute assessment will be increasing the fee for all nursing courses. Two courses, NADN 2120 and NPNT 1820, proposed an added uniform fee on a separate line. The FY26 Proposed Fee included the uniform fee on the previous line. Therefore, the following fees were approved.

With Physical Therapist Assistant (PTA) launching in the fall, all the course fees are included in the FY26 Proposed Fees.

Course	Course Title	Budget Unit (XXXX)	Lab/Course Fees		Clinical/Practicum Fees		Exam Fees		FY 25 Comments/Remarks
			FY25 Fee	Proposed Fee	FY25 Fee	Proposed Fee	FY25 Fee	Proposed Fee	
			00-4209-XXXX		00-4230-XXXX		00-2850-XXXX		
NADN*2120	CL NURS JUDGE LIFESPAN	11877	75.00	75.00	32.00	50.00	503.25	548.63	ATI Exam Fees include ATI, CB, WMS Clinical Fee increased to accommodate for Faculty being required to make assignments the night before clinical to improve student experience. Uniforms Includes CB, WMS Uniforms
NADN*2120	CL NURS JUDGE LIFESPAN	11877					85.00		
NPNT*1820	HLTH ALTERATIONS I	11875			75.00	50.00	43.00	43.00	
NPNT*1820	HLTH ALTERATIONS I	11875						85.00	

Ms. Lang discussed the resolution for the Science Lab Renovation. The base bid and two alternates totaled \$811,000. Seh reminded the trustees that the majority of these funds will be paid by Super Rapids Grant and the balance from the general fund. Mr. Vandenberg asked how much from general funds. Ms. Lang stated approximately \$200,000.

Trustee Randal Barengo moved to approve the report as presented, Trustee Tyler Wilcox 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. Erickson	y	Mr. Wilcox	y

The **Financial Report via Consent Agenda**, as presented, was approved as **Resolution R67-24**.

**Resolution for the Renaming of the Foundation**

Ms. Megan Marion proposed a resolution for the Washington State Community College Foundation name to be changed to the Washington State College of Ohio Foundation. The Foundation needs recorded approval by the Board of Trustees as the Member of the organization. Ms. Marion has been working with Attorney Kris Justice of Theison & Brock for the name to be correctly recognized by the IRS and Ohio Secretary of State offices. Following the official name change, Mr. Justice will be working with the Foundation to update its current Bylaws and Articles of Incorporation that have not been reviewed since 2019.

Trustee David Vandenberg moved to approve the report as presented, Trustee Susan 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. Erickson	y	Mr. Wilcox	y

The **Resolution for the renaming of the Foundation**, as presented, was approved as **Resolution R68-24**.

**New/Old Business**

Mr. Vandenberg provided an update on the new aquatic center, which is currently on hold. The group is exploring the possibility of purchasing the old YMCA and renovating it.

Dr. Sarah Parker thanked everyone who attended the BSN/ADN graduation ceremony.

Tyler Wilcox shared an update, stating that the contract for Dr. Sarah Parker's transition into the President role for the college is being updated.

**Adjournment**

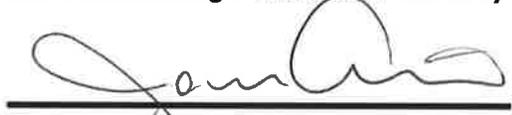
Trustee Joseph Zacharias made a motion to adjourn at 4:11 p.m. Trustee Susan Vessels seconded the motion.

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

The Adjournment of the December 9th, 2024 meeting of the WSCC Board of Trustees was approved as Resolution R69-24.

The next meeting is scheduled February 17, 2024.



Ms. Jody Altier  
~~Mr. Tyler Wilcox~~  
 Vice Chair

Date



Dr. Sarah Parker  
 Secretary

Date