

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

Thursday, September 5, 2024 – 5:30 PM
Board Room - Building D Room D2115
Zoom Video Conferencing

- I. **CALL TO ORDER** The Lake County Community College District Board of Trustees regular meeting was called to order by Chair Ellen Foley Kessler at 5:30 p.m.
- II. **PLEDGE OF ALLEGIANCE** Mrs. Kessler lead the Pledge of Allegiance.
- III. **ROLL CALL** At the chair’s request, roll was taken, and the following Trustees were present:
 - Mr. Timothy O’Brien
 - Mr. Paul Rupert
 - Ms. Nancy Fellows
 - Mrs. Beverly Vitaz
 - Mr. Jack Cornachio
 - Mr. Kevin Freese
 - Mr. Matthew Hebebrand
 - Mrs. Ellen Foley Kessler
 - Ms. Janet Majka

Also in attendance: Dr. Sunil Ahuja, president; Dr. John Crooks, interim provost and vice president for academic and student affairs; David Cummins, vice president for administrative services and college treasurer, Dean Ryan Hamilton, Dean Regina Prosser, and Jim Hackenberg, legal consultant.

IV. MINUTES

Mrs. Kessler called for a motion to approve the minutes of the June 11, 2024, regular meeting. Mr. Hebebrand moved to approve the minutes and Mrs. Vitaz seconded the motion, which passed as follows:

- Mr. Timothy O’Brien - yes
- Mr. Paul Rupert - yes
- Ms. Nancy Fellows - yes
- Mr. Jack Cornachio – yes
- Mrs. Beverly Vitaz - yes
- Mr. Kevin Freese - yes
- Mr. Matthew Hebebrand-yes
- Mrs. Ellen Foley Kessler – yes
- Ms. Janet Majka - yes

A. Mrs. Kessler called for a motion to approve the minutes of the June 27, 2024, special meeting. Mrs. Vitaz moved to approve the minutes and Ms. Majka seconded the motion, which passed as follows:

- Mr. Timothy O’Brien - yes
- Mr. Paul Rupert - yes
- Ms. Nancy Fellows - yes
- Mr. Jack Cornachio – yes
- Mrs. Beverly Vitaz - yes
- Mr. Kevin Freese - yes
- Mr. Matthew Hebebrand – yes
- Mrs. Ellen Foley Kessler - yes
- Ms. Janet Majka - yes

B. Mrs. Kessler called for a motion to approve the minutes of the July 23, 2024, special meeting. Ms. Majka moved to approve the minutes and Mr. Rupert seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Ms. Nancy Fellows - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler – yes
Ms. Janet Majka - yes

C. Mrs. Kessler called for a motion to approve the minutes of the August 15, 2024, special meeting. Mrs. Vitaz moved to approve the minutes and Mr. Hebebrand seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Ms. Nancy Fellows - yes
Mrs. Beverly Vitaz – yes
Mr. Jack Cornachio -
abstained

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand-yes
Mrs. Ellen Foley Kessler – yes
Ms. Janet Majka - yes

Prior to the participation of the public, Mrs. Kessler introduced Lakeland faculty member, Greg Truhan, with special recognition and thanks for mentioning Lakeland Community College during recent media coverage regarding local law enforcement.

V. PARTICIPATION OF THE PUBLIC (30 MINUTE TIME LIMIT)

Mrs. Kessler announced that the public participants who signed in prior to the start of the meeting can address the board when their name is called. Public participants included: Mike Tomc and Brianna Rinella.

Mr. Tomc introduced himself. He is a Lakeland Community College graduate and current student. He expressed his concern with the administration making decisions in recent months regarding changes on campus such as Breakers, the Hive, and recent personnel changes.

Ms. Rinella expressed her interest in attending these meetings to be better informed. She expressed her opinion that public discussion from her fellow students should be more constructive, and she hopes that happens at future meetings while she is in attendance.

Mrs. Kessler closed the public portion for discussion.

VI. PRESIDENT'S REPORT

President Ahuja formally introduced the new interim provost and vice president of academic and student affairs, Dr. John Crooks, who started at Lakeland Community College on July 22, 2024. President Ahuja is looking forward to Dr. Crooks service at Lakeland and wanted to formally recognize him at this meeting.

President Ahuja also introduced his new assistant and Board liaison, Ms. Dana Buckler. She began her service at Lakeland two weeks ago, and President Ahuja wanted to formally recognize and thank her at this meeting. President Ahuja acknowledged and thanked his colleague, Ms. Christa Parisi. Ms. Parisi accepted another job opportunity outside of Lakeland Community College and will be leaving soon. President Ahuja formally thanked her for service and wished her the best in her future endeavours.

President Ahuja expressed his interest to highlight details from his report that was provided as documentation for this meeting. He acknowledged and thanked employees who assisted with the fall 2024 enrollment report, low enrolled courses report, new college business hours, fitness center hours, and potential reopening of Breakers, as well. President Ahuja also provided details about the new procedure in association with the Board approved policy for college business hours beginning in 2025. President Ahuja discussed updates about the college organizational structure and plans for a full review of college policies and procedures.

Fall 2024 Enrollment Report

Due to illness, Dr. Jennifer Collis was unable to attend this meeting.

Fall 2024 Low Enrolled Courses

Dr. John Crooks presented a report on the comparison of reduction in sections from Fall 2023 to Fall 2024.

VII. COMMITTEE REPORTS

Academic & Student Success

Ms. Majka stated that she is has been in consultation with President Ahuja regarding when the next meeting will occur after review of the enrollment report.

Finance, Audit, & Physical Plant

Mrs. Vitaz discussed the recent committee meeting on August 27, 2024. She provided a recap of this meeting to the Board. In addition to Mrs. Vitaz's report, Mr. Paul Rupert informed the Board about Mr. Joseph Kahn's report details regarding the engineering building project.

Report of Purchase Orders, Bids, and Expenditures

Mrs. Kessler called on Mr. David Cummins to present the Report of Purchase Orders, Bids, and Expenditures. Mrs. Kessler called for a motion to approve the Report of Purchase Orders, Bids, and Expenditures. Mr. Cornachio moved, and Mrs. Vitaz seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes

Mr. Paul Rupert - yes

Mrs. Beverly Vitaz - yes

Mr. Jack Cornachio – yes

Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes

Mr. Matthew Hebebrand - yes

Mrs. Ellen Foley Kessler - yes

Ms. Janet Majka - yes

Review of Financial Report Highlights June 30, 2024-Preliminary

Mrs. Kessler called on Mr. David Cummins to present the preliminary financial report highlights as of June 30, 2024.

Human Resources

Mrs. Fellows reported she has had communication with President Ahuja to provide a priority list of policies for the committee's review.

Personnel Report

Mrs. Kessler called on Mr. Jim Hackenberg to discuss the information regarding Ohio revised

code and personnel reporting. Mrs. Kessler asked for a motion to table the approval of the personnel report. Mr. Hebebrand moved, and Mrs. Vitaz seconded, which passed as follows:

Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	Mr. Matthew Hebebrand - yes
Mrs. Beverly Vitaz - yes	Mrs. Ellen Foley Kessler - yes
Mr. Jack Cornachio – yes	Ms. Janet Majka - yes
Mrs. Nancy Fellows - yes	

Mr. Hebebrand moved for a motion to approve one tenure application and Mrs. Fellows seconded the motion.

Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	Mr. Matthew Hebebrand - yes
Mrs. Beverly Vitaz - yes	Mrs. Ellen Foley Kessler - yes
Mr. Jack Cornachio – yes	Ms. Janet Majka - yes
Mrs. Nancy Fellows - yes	

DEI Review

Mr. Hebebrand reported on the special session of the Ohio Legislature passing of House Bill 90 and his interest to review the new policy language prior to scheduling the next meeting this fall.

VIII. RESOLUTIONS

Resolution 21-24 - A Resolution Adjusting the Rates of Tuition Commencing Spring Semester 2025

Mr. Hebebrand, Ms. Majka, and Mrs. Fellows briefly discussed details regarding this resolution. Mrs. Kessler called for a motion to adopt Resolution 21-24. Mrs. Vitaz moved, and Mr. Cornachio seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	Mr. Matthew Hebebrand - yes
Mrs. Beverly Vitaz - yes	Mrs. Ellen Foley Kessler - yes
Mr. Jack Cornachio – yes	Ms. Janet Majka - yes
Mrs. Nancy Fellows – yes	

Resolution 22-24 - A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levy

Mrs. Kessler called for a motion to adopt Resolution 22-24. Mr. Freese moved, and Mr. Hebebrand seconded the motion, which passed of follows:

Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	Mr. Matthew Hebebrand - yes
Mrs. Beverly Vitaz - yes	Mrs. Ellen Foley Kessler - yes
Mr. Jack Cornachio – yes	Ms. Janet Majka - yes
Mrs. Nancy Fellows – yes	

IX. UNFINISHED BUSINESS

President Ahuja recommended an amendment to the holiday schedule for the Academic Calendar from 2024-2025. Mrs. Kessler called for a motion to approve the recommendation. Mr. Hebebrand moved to amend the 2024 -2025 academic calendar so that the holiday closure begins on December 23, 2024, and continues until January 1, 2025. Mrs. Fellows seconded the motion, which passed of follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows – yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka - yes

X. NEW BUSINESS

Mr. Freese moved to allow President Ahuja to move forward and sign a contract in accordance with the approved letter of intent with Signature Health to sell the Holden University Center. Mr. Hebebrand seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka - yes

XI. EXECUTIVE SESSION

Mrs. Kessler called for a motion to enter executive session to discuss the employment of public employees, real estate, and a legal matter. Mr. Freese moved, and Mr. Cornachio seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka - yes

The executive session began at 6:56 p.m.

Prior to the end of the executive session, Ms. Majka exited the Board of Trustees meeting at 7:03pm.

Mrs. Kessler called for a motion to close the executive session. Mr. Freese moved, and Mr. O'Brien seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka – absent

The executive session ended at 7:47 p.m. and the regular meeting resumed.

Mrs. Kessler called for a motion. Mr. Rupert moved to allow President Ahuja to enter into an agreement to settle the data breach incident with the advice of counsel. Mr. Cornachio seconded the motion, which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka – absent

XII. ADJOURNMENT

Mrs. Kessler called for a motion to adjourn. Mr. Freese moved, and Mrs. Fellows seconded the motion which passed as follows:

Mr. Timothy O'Brien - yes
Mr. Paul Rupert - yes
Mrs. Beverly Vitaz - yes
Mr. Jack Cornachio – yes
Mrs. Nancy Fellows - yes

Mr. Kevin Freese - yes
Mr. Matthew Hebebrand - yes
Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka- absent

The meeting was adjourned at 7:50 p.m.

APPROVED:

LAKE COUNTY COMMUNITY COLLEGE DISTRICT

October 3, 2024



Board Chair

ATTEST:



Board Secretary