



**BELMONT**  
COLLEGE

**BOARD OF TRUSTEES  
MEETING**

**January 25, 2024**

**6:00 p.m.**

**Belmont College**  
**District Board of Trustees Meeting**  
January 25, 2024  
6:00 p.m.

**AGENDA**

<b>CALL TO ORDER</b>	Mrs. Elizabeth Gates, Chair	
<b>ROLL CALL</b>	Kristy Kosky	
<b>PLEDGE OF ALLEGIANCE</b>		
<b>INTRODUCTION OF VISITORS</b>	Mrs. Elizabeth Gates, Chair	
<b>APPROVAL OF AGENDA</b>	Mrs. Elizabeth Gates, Chair	
<b>APPROVAL OF MINUTES</b>	Mrs. Elizabeth Gates, Chair	<b>A</b>
	Approval of the November 2023 Minutes	<b>A-1</b>

**CONSENT AGENDA**

<b><u>Monitoring Activities</u></b>	<b>B</b>
1. November 2023 Financials	<b>B-1</b>
2. December 2023 Financials	<b>B-2</b>
3. Tuition and Fee Comparison	<b>B-3</b>
4. Semester Enrollment Statistics	<b>B-4</b>
5. Applications with Yield Percentages	<b>B-5</b>

<b>PRESIDENT’S REPORT</b>	Dr. Paul Gasparro	
<b>COMMENTS FROM THE CHAIR</b>	Mrs. Elizabeth Gates, Chair	
<b>COMMENTS FROM THE COLLEGE COMMUNITY</b>		
<b>NEXT REGULAR MEETING</b>	March 21, 2024 Belmont College – ATC 6:00 p.m.	

**ADJOURNMENT**

# TAB A

# MINUTES

# **TAB A-1**

# **MINUTES**

November 2023

**BELMONT COLLEGE**

**BOARD OF TRUSTEES MEETING**

**Minutes of November 30, 2023**

The regular meeting of the Belmont College District Board of Trustees was held at 6:00 p.m. on November 30, 2023, at Belmont College in the Board room.

Call to Order Mrs. Gates, Chair, called the meeting to order at 6:14 p.m.

Roll Call Allison Anderson – Present  
Cory DelGuzzo – Present  
Elizabeth Gates – Present  
Mark Macri – Present  
Richard Myser - Present  
Anita Rice – Present  
Mark Romick - Present  
Melissa Smithberger - Present  
Matt Steele - Present

There being a quorum, the meeting proceeded.

Attendance Bridgette Dawson, Jesse Gipko, Heather Davis, Jason Huffman, Matt Williamson, Julie Keck (remote), Jessica Oldham (remote) Dr. Paul Gasparro and Kristy Kosky.

Introduction of Visitors Mrs. Gates welcomed Jessica Oldham from the Ohio Attorney General’s office.

Approval of Agenda Mrs. Gates then asked for a motion to approve the agenda.

Mr. DelGuzzo motioned, seconded by Mrs. Smithberger, to approve the agenda.  
All ayes; motion carried.

Approval of Minutes Mrs. Gates asked for a motion to approve the minutes of the May 2023 meeting.

Dr. Macri motioned, seconded by Mr. Romick, to approve the minutes of the May 2023 meeting.  
Ayes; Mrs. Anderson, Mr. DelGuzzo, Mrs. Gates, Dr. Macri, Mr. Rommick, Mrs. Smithberger.  
Nays; None.  
Abstain: Mrs. Rice, Mr. Steele.  
Ayes have the majority. Motion passed.

Mrs. Gates asked for a motion to approve the minutes of the August 2023 meeting.

Mr. Romick motioned, seconded by Dr. Macri, to approve the minutes of the August 2023 meeting.

Ayes; Mr. DelGuzzo, Mrs. Gates, Dr. Macri, Mrs. Rice, Mr. Romick.

Nays; None.

Abstain; Mrs. Anderson, Mrs. Smithberger, Mrs. Steele.

Ayes have the majority. Motion passed.

Mrs. Gates asked for a motion to approve the minutes of September 2023 meeting.

Mr. DelGuzzo motioned, seconded by Dr. Macri, to approve the minutes of the September 2023 meeting.

All ayes; motion carried.

Oath of Office

Mr. Cory DelGuzzo administered the Oath of Office to newly appointed Board member Mr. Richard Myser.

Executive Session

Mrs. Gates asked for a motion to enter into Executive Session for the purpose of discussing a legal matter.

Mr. DelGuzzo motioned, seconded by Mrs. Rice, to enter into Executive Session.

A roll call vote was taken.

All ayes; Executive Session began at 6:21 p.m.

Mrs. Gates asked for a motion to come out of Executive Session.

Mr. Steele motioned, seconded by Mr. DelGuzzo, to come out of Executive Session.

A roll call vote was taken.

All ayes; Executive Session ended at 6:38 p.m.

Approval of  
Consent Agenda

Mrs. Gates pulled the Board Items from the Consent Agenda for further discussion.

Mrs. Gates then asked for a motion to approve the remaining items on the consent agenda.

Dr. Macri asked for clarification on the financials. After discussion, it was recommended to table the approval of the financials until clarification is received from the CFO, Janet Sempkowski.

Mrs. Gates then asked again for a motion to approve the remaining items on the consent agenda.

Mr. DelGuzzo motioned, seconded by Mr. Romick, to approve the remaining items on the consent agenda.

All ayes; motion carried.

Board Items

Agenda Item E-1, Transcript Withholding Resolution was discussed. The Administration suggested a resolution that would end transcript withholding.

After discussion Mrs. Gates asked for a motion to approve the Transcript Withholding Resolution as submitted.

Mr. Steele motioned, seconded by Mrs. Rice to approve the Transcript Withholding Resolution as submitted.

A roll call vote was taken.

All nays; the motion did not pass.

The administration will revise the Resolution accordingly.

Agenda Item E-2, Trustee Selection Committee was discussed, and it was suggested that Mr. DelGuzzo, Mr. Steele and Mrs. Anderson would take the lead to form a Trustee Selection Committee as required.

Mrs. Gates asked for a motion to approve Mr. DelGuzzo, Mr. Steele and Mrs. Anderson in leading the formation of a Trustee Selection Committee.

Dr. Macri motioned, seconded by Mr. Romick, to approve Mr. DelGuzzo, Mr. Steele and Mrs. Anderson to take the lead to form a Trustee Selection Committee.

All ayes; motion carried.

- Presidents Report**      Dr. Gasparro reported on the Burn Building event and noted that the Industrial Trades Building was in the schematic design phase.
- Dr. Matt Williamson noted the upcoming Canvas integration with Jenzabar and how it will allow us to do midterm grades and make the final grade process easier and the upcoming surveys we plan to run in the spring.
- Bridgette Dawson stated that the Guidance Counselor dinner held on November 12, 2023 was well received. She also noted that Spring number are slightly ahead and that we are currently up in headcount. She also informed the Board that we received an additional \$15,000 from the Jackson Family Foundation for students to use as emergency funds.
- Dr. Heather Davis reported that the Children’s Holiday Program and the Festival of Trees were both a success. The Stuff-A-Truck toy drive will continue through December 8, 2023.
- Dr. Davis also provided an update on the Cleanroom Certificate, Surgical Technology and Mental Health Support funding.
- Dr. Jesse Gipko provided an update on the ESIX hosts and the Colleges’ awareness of AI and the potential implementation of Copyleaks.
- Comments from The Chair**      Mrs. Gates reminded the Board members of their requirement to complete the online Ethics training by the end of the Calendar year.
- Next Regular Meeting**      January 25, 2024  
Dinner – 5:00 p.m. – ATC Board Room  
Official Meeting – 6:00 p.m. – ATC Board Room
- Adjournment**      Mrs. Gates adjourned the meeting at 7:49 p.m.

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Elizabeth F. Gates, Chair

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Paul F. Gasparro, President

Date Approved: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



# CONSENT AGENDA

# TAB B

## CONSENT AGENDA

### Monitoring Activities

# TAB B-1

## CONSENT AGENDA

### Monitoring Activities

November 2023 Financials

**AGENDA ITEM B-1: NOVEMBER 2023 FINANCIALS Board  
of Trustees Meeting Date: January 25, 2024**

**FINANCIAL REPORTS:**

The cash position of the College as of November 30, 2023 is as follows:

* Checking Account Balance	\$	646,610.80
Certificates of Deposit	\$	2,631,704.63
STAR Ohio	\$	3,314,050.09
Savings	\$	248,268.38
Total Temporary Investments	\$	6,194,023.10
Total Cash and Temporary Investments	\$	6,840,633.90

\* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	<u>This Year % Recorded</u>	<u>% Year Completed</u>
Budgeted Revenues	44.1%	41.7%
Budgeted Expenditures	44.1%	41.7%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 211,298.19.
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 89,805.83.
3. The Unexpended Plant Board Appropriated Fund Balance is \$ 181,661.73.

RECOMMENDATION: Recommended that the Board accept the financial information for November 2023 as presented.

SUBMITTED BY: Janet Sempkowski, Director of Finance & CFO

# **TAB B-2**

## **CONSENT AGENDA**

Monitoring Activities

December 2023 Financials

**AGENDA ITEM B-2: DECEMBER 2023 FINANCIALS**  
**Board of Trustees Meeting Date: January 25, 2024**

**FINANCIAL REPORTS:**

The cash position of the College as of December 31, 2023 is as follows:

* Checking Account Balance	\$	392,769.27
Certificates of Deposit	\$	2,631,704.63
STAR Ohio	\$	3,329,739.94
Savings	\$	249,435.35
Total Temporary Investments	\$	6,210,879.92
Total Cash and Temporary Investments	\$	6,603,649.19

\* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	<u>This Year</u> <u>% Recorded</u>	<u>% Year</u> <u>Completed</u>
Budgeted Revenues	49.3%	50.0%
Budgeted Expenditures	53.8%	50.0%

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The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 199,423.19.
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 89,805.83.
3. The Unexpended Plant Board Appropriated Fund Balance is \$ 181,661.73.

RECOMMENDATION: Recommended that the Board accept the financial information for December 2023 as presented.

SUBMITTED BY: Janet Sempkowski, Director of Finance & CFO

# TAB B-3

## CONSENT AGENDA

Monitoring Activities

Tuition and Fee Comparison

AGENDA ITEM B-3: TUITION AND FEE COMPARISON  
Board of Trustees Meeting Date: January 25, 2024



**Summary of Annualized Full-Time In-State Undergraduate Tuition and Fees**

Sector / Campus	FY 2021	FY 2022	FY 2023	FY 2024	Change FY 2023 - FY 2024
<b>Community Colleges</b>					
Belmont Technical College	\$5,293	\$5,443	\$5,593	\$5,743	2.7%
Central Ohio Technical College	\$4,776	\$4,896	\$5,016	\$5,136	2.4%
Cincinnati State Community & Technical College	\$5,527	\$5,527	\$5,827	\$5,977	2.6%
Clark State Community College	\$5,025	\$5,025	\$5,175	\$5,325	2.9%
Columbus State Community College	\$4,888	\$5,038	\$5,188	\$5,338	2.9%
Cuyahoga Community College	\$3,576	\$3,726	\$3,876	\$3,876	0.0%
Eastern Gateway Community College	\$5,610	\$5,690	\$5,690	\$4,930	-13.4%
Edison State Community College	\$5,039	\$5,169	\$5,319	\$5,469	2.8%
Hocking Technical College	\$4,582	\$4,702	\$4,702	\$4,702	0.0%
James A. Rhodes State College	\$5,496	\$5,496	\$5,640	\$5,790	2.7%
Lakeland Community College	\$4,163	\$4,163	\$4,313	\$4,313	0.0%
Lorain County Community College	\$3,745	\$3,745	\$4,005	\$4,135	3.2%
Marion Technical College	\$5,122	\$5,122	\$5,382	\$5,512	2.4%
North Central State College	\$5,298	\$5,298	\$5,598	\$5,598	0.0%
Northwest State Community College	\$5,575	\$5,575	\$5,875	\$5,875	0.0%
Owens State Community College	\$6,224	\$6,364	\$6,504	\$6,644	2.2%
Rio Grande Community College	\$5,135	\$5,285	\$5,580	\$5,900	5.7%
Sinclair Community College	\$3,951	\$3,951	\$4,251	\$4,251	0.0%
Southern State Community College	\$5,312	\$5,312	\$5,612	\$5,612	0.0%
Stark State College of Technology	\$5,458	\$5,458	\$5,758	\$5,908	2.6%
Terra State Community College	\$5,348	\$5,468	\$5,588	\$5,708	2.1%
Washington State Community College	\$4,950	\$4,950	\$5,100	\$5,100	0.0%
Zane State College	\$5,406	\$5,556	\$5,706	\$5,856	2.6%
<b>Average - Community Colleges</b>	<b>\$5,022</b>	<b>\$5,085</b>	<b>\$5,274</b>	<b>\$5,335</b>	<b>1.2%</b>

The fees reported in the summary table include the general fee as well as all other mandatory fees uniformly assessed to all full-time students which meet each of the following: they are in fact mandatory, are not included in the general fee, and are charged each term. The latter may include facility fees, technology fees, parking fees, or other mandatory fees.

**FULL-TIME UNDERGRADUATE FEES, TECHNICAL COLLEGES**

Fall 2023

TECHNICAL COLLEGES	CREDIT HOURS* (RANGE)	INSTRUCTIONAL FEE	GENERAL FEE**	STUDENT ACTIVITY FEE	AUXILIARY/ HEALTH FEE	SECURITY/ FACILITY FEE	LIBRARY/ TECH FEE	CAREER SERVICES FEE	TRANSPORTATION FEE	MATRICULATION / REGISTRATION FEE	OUT-OF-STATE SURCHARGE
Belmont College 1	15	\$ 1,886.25	\$ 450.00	\$ 10.00	\$ 90.00	\$ -	\$ 375.00	\$ 60.00	\$ -	\$ -	\$ 1,563.75
	1-14	\$ 125.75	\$ 30.00	\$ 10.00	\$ -	\$ -	\$ 25.00	\$ 4.00	\$ -	\$ -	\$ 104.25
Central Ohio Technical College	12-18	\$ 1,968.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,380.00
	1-11	\$ 164.00	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115.00
Hocking Technical College	12-16	\$ 1,908.00	\$ 348.00	\$ -	\$ 20.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ 2,255.00
	1-11	\$ 159.00	\$ 29.00	\$ -	\$ 1.67	\$ -	\$ -	\$ 6.25	\$ -	\$ -	\$ 188.00
James A. Rhodes State College 2,3	15	\$ 2,850.00	\$ -	\$ -	\$ -	\$ -	\$ 45.00	\$ -	\$ -	\$ -	\$ 2,850.00
	1-14	\$ 190.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31.00	\$ 190.00
Marion Technical College	13-18	\$ 2,665.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91.00	\$ -	\$ -	\$ 2,135.00
	1-12	\$ 205.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.00	\$ -	\$ -	\$ 155.00
North Central State College	15	\$ 2,694.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105.00	\$ -	\$ -	\$ 2,799.00
	1-14	\$ 179.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.00	\$ -	\$ -	\$ 186.60
Stark State College 4	15	\$ 1,897.50	\$ 931.50	\$ -	\$ -	\$ 35.00	\$ -	\$ 90.00	\$ -	\$ -	\$ 1,935.00
	1-14	\$ 126.50	\$ 62.10	\$ -	\$ -	\$ -	\$ -	\$ 6.00	\$ -	\$ -	\$ 129.00
Zane State College	15	\$ 2,445.00	\$ 360.00	\$ -	\$ -	\$ 18.00	\$ -	\$ 105.00	\$ -	\$ -	\$ 2,805.00
	1-14	\$ 163.00	\$ 24.00	\$ -	\$ -	\$ 18.00	\$ -	\$ 7.00	\$ -	\$ -	\$ 187.00

\*Less than full-time coursework is charged per credit hour.

\*\*General Fees are any fees uniformly charged to all enrolled students; other identified fees reported in the Fall Survey include mandatory fees charged to full-time students

NOTE: The part-time per credit hour rates reflected above may not be the uniform credit hour rate charged to all part-time students. For example, flat or variable fees assessed

1. Auxiliary Fee (\$6/ch) applied if enrolled 4 credit hours or more.
2. Technology Fee (\$3/ch) applied if enrolled 4 credit hours or more.
3. Registration Fee (\$31 per term) only applied for 11 credit hours or less.
4. Maintenance & Campus Security Fee \$35/term if enrolled 4 or more credit hours.

# TAB B-4

## CONSENT AGENDA

Monitoring Activities

Semester Enrollment Statistics

AGENDA ITEM B-4: SEMESTER ENROLLMENT STATISTICS  
Board of Trustees Meeting Date: January 25, 2024

# ENROLLMENT REPORT

## SG 2024

### HEAD COUNT - 01/16

### CREDIT HOURS - 01/16

### FLAT - PREV YEAR

<u>Head Count by UGA Code</u>	<u>Current SG 2024</u>	<u>Previous SG Semester</u>
1 - First Time From HS	4	6
2 - Other First Time	27	17
3 - Continuing	376	379
4 - Returning Student	34	31
5 - Transfer Student	18	24
H - High School Student	336	213
Unknown / Null	12	0
<b>Grand Totals</b>	<b>807</b>	<b>670</b>

<u>Credit Hours by UGA Code</u>	<u>Current SG 2024</u>	<u>Previous SG Semester</u>
1 - First Time From HS	29	79
2 - Other First Time	323	258
3 - Continuing	4693.5	5141
4 - Returning Student	309	285
5 - Transfer Student	208	256
H - High School Student	1891	1132
Unknown / Null	107	0
<b>Grand Totals</b>	<b>7560.5</b>	<b>7151</b>

<u>End SG Semester Head Count</u>	<u>End SG Semester Credit Hours</u>
6	79
17	185
378	4573
34	286
25	228
217	1081
	0
<b>677</b>	<b>6432</b>

**GOAL: 715**  
% of current year to head count goal : 13%

**GOAL: 6500**  
% of cr hrs current year to goal : 16%

**BUDGET: 716**  
% current year to head count budget : 13%

**BUDGET: 6805**  
% of cr hrs current year to budget : 11%

- 1 - Current Year High School Graduate First Time Enrolled as Undergraduate
- 2 - First Time Enrolled as Undergraduate/not current year high school graduate
- 3- Continuous Enrollment
- 4- Returning Student / previously enrolled, first term back
- 5- Transfer from another Institution
- H- Currently enrolled in High School
- Unknown - UGA code has not been assigned

	<u>Credit Hours</u>	<u>Average Credit Hours</u>	<u>FTE'S</u>
<b>CURRENT SG 2024</b>	7552.50	9.37	503.50
<b>PREVIOUS SG</b>	7151.00	10.66	476.73
<b>FINAL PREVIOUS SG</b>	6432.00	9.50	428.80

<u>VAL</u>	<u>CR HRS</u>	<u>% Diff</u>	<u>FTE</u>	<u>FTE Diff</u>
<b>GOAL</b>	6500.00	16.2%	433.33	70.17
<b>BUDGET</b>	6805.00	11.0%	453.67	49.83

### Demographic Profile of Spring Enrollment

Variable	SG 22-23		SG 23-24		Change from 22-23 to 23-24	% Change from 22-23 to 23-24
	Enrollment	% Total	Enrollment	% Total		
<b>Total Headcount</b>	677		724		47	6.9%
FTE	428.80		463.23		34.43	8.0%
Full-Time Credit Hours	3,923	60.99%	4,254	61.21%	330.50	8.4%
Part Time Credit Hours	2,509	39.01%	2,695	38.79%	186	7.4%
Total Credit Hours	6,432	100.00%	6,949	100.00%	516.50	8.0%
Average Credit Hours per Student	9.50		9.59		0.09	0.9%
<b>Gender</b>						
Female	443	65.44%	496	68.51%	53	12.0%
Male	234	34.56%	228	31.49%	-6	-2.6%
<b>Full Time/Part Time</b>						
Full Time	268	39.59%	287	39.64%	19	7.1%
Part Time	409	60.41%	437	60.36%	28	6.8%
Female Full Time	151	34.09%	178	35.89%	27	17.9%
Female Part Time	292	65.91%	318	64.11%	26	8.9%
Male Full Time	117	50.00%	109	47.81%	-8	-6.8%
Male Part Time	117	50.00%	119	52.19%	2	1.7%
<b>Age</b>						
CCP & < 18 Years Old	92	13.59%	132	18.23%	40	43.5%
CCP & 18 or Older	125	18.46%	169	23.34%	44	35.2%
18-24	289	42.69%	275	37.98%	-14	-4.8%
25-30	74	10.93%	60	8.29%	-14	-18.9%
31-40	57	8.42%	59	8.15%	2	3.5%
41+	40	5.91%	29	4.01%	-11	-27.5%
<b>Race/Ethnicity</b>						
American Indian/Alaskan Native	1	0.15%	0	0.00%	-1	-100.0%
Asian/Pacific Islander/ Native Hawaiian	6	0.89%	1	0.14%	-5	-83.3%
Black/African American	7	1.03%	9	1.24%	2	28.6%
White	625	92.32%	676	93.37%	51	8.2%
Hispanic of Any Race	14	2.07%	11	1.52%	-3	-21.4%
Multiracial	23	3.40%	27	3.73%	4	17.4%
Unknown Race	1	0.15%	0	0.00%	-1	-100.0%
<b>County/State of Residence</b>						
Belmont	378	55.83%	391	54.01%	13	3.4%
Columbiana	0	0.00%	1	0.14%	1	100.0%
Fairfield	1	0.15%	0	0.00%	-1	-100.0%
Franklin	1	0.15%	0	0.00%	-1	-100.0%
Guernsey	32	4.73%	31	4.28%	-1	-3.1%
Harrison	64	9.45%	79	10.91%	15	23.4%
Jefferson	43	6.35%	31	4.28%	-12	-27.9%
Licking	0	0.00%	1	0.14%	1	100.0%
Lucas	1	0.15%	0	0.00%	-1	-100.0%
Monroe	83	12.26%	118	16.30%	35	42.2%
Montgomery	1	0.15%	1	0.14%	0	0.0%
Muskingum	0	0.00%	1	0.14%	1	100.0%
Noble	4	0.59%	3	0.41%	-1	-25.0%
Sandusky	1	0.15%	1	0.14%	0	0.0%
Summit	1	0.15%	0	0.00%	-1	-100.0%
Tuscarawas	4	0.59%	1	0.14%	-3	-75.0%
Washington	2	0.30%	5	0.69%	3	150.0%
West Virginia	55	8.12%	57	7.87%	2	3.6%
Pennsylvania	3	0.44%	2	0.28%	-1	-33.3%
Other State	3	0.44%	1	0.14%	-2	-66.7%

SG 22-23 enrollment reflects end of term enrollment

SG 23-24 enrollment pulled on 1/10/24

FTE is based on enrolling in 15 credits hours for SG

# TAB B-5

## CONSENT AGENDA

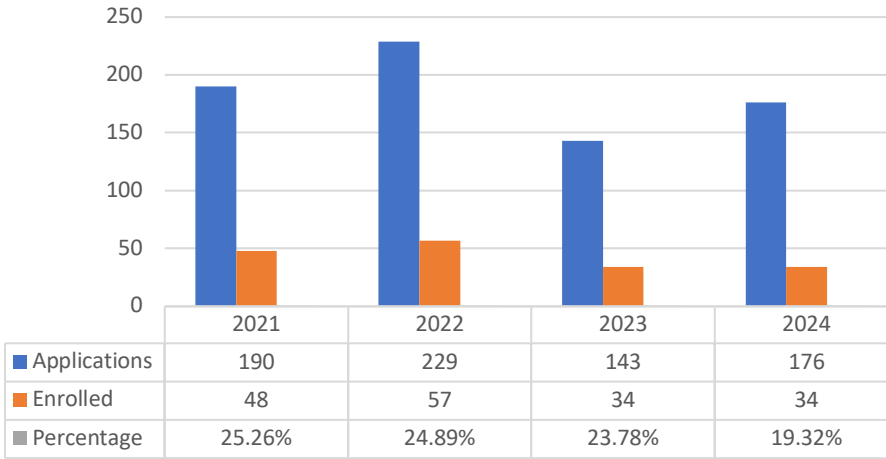
### Monitoring Activities

#### Applications with Yield Percentage

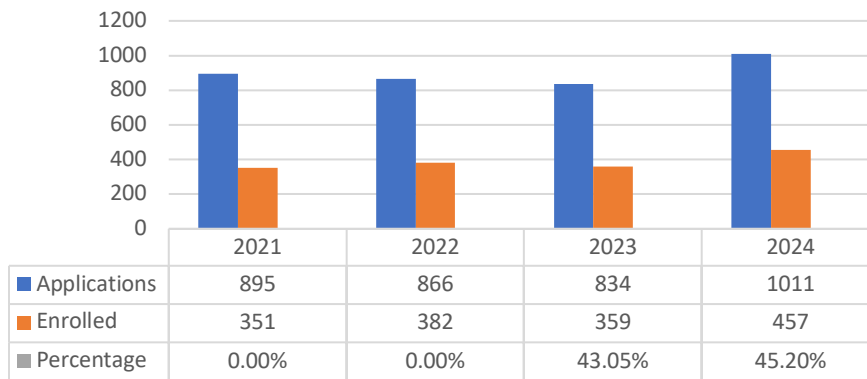
AGENDA ITEM B-5: APPLICATIONS WITH YIELD PERCENTAGE  
Board of Trustees Meeting Date: January 25, 2024



### Summer 2024



### Fall 2024



### Spring 2024

