Washington State College of Ohio
Board of Trustees Meeting
June 15, 2026, 4 p.m.
Health Room H108
Meeting Minutes

Call to Order

Chair Jodey Altier called the meeting to order at 3:59 p.m. Brenda Matthews took roll call and meeting minutes. The following trustees were present: Ms. Jodey Altier, Mr. Bernie Anderson, Mr. Randy Barengo, Ms. Christy Chavez, Ms. Lucinda Erickson, Mr. David Vandenberg, Mr. Tyler Wilcox and Dr. Joseph Zacharias. The following trustees were absent: Ms. Susan Vessels.

Others in attendance included Dr. Sarah Parker (President), Ms. Angie Lang (Chief Financial Officer), Mr. Daniel Knaus (Associate VP of Finance and Operations), Ms. Emily Miskimins (Director of Human Resources), Ms. Jacklyn Callihan (Executive Director of Marketing, Advancement, & Foundation), Ms. Dustin Taylor (Registrar), Dr. Heather Kincaid (Dean of Health & Sciences), and Lisa Walsh (Director of CCP Partnerships).

Agenda Approval

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

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

The June 15, 2026 agenda was approved as Resolution R77-26.

Approval of April 20, 2026 Minutes

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

Ms. Altier	Y	Mr. Vandenberg	Y
Mr. Anderson	Y	Ms. Vessels	Absent
Mr. Barengo	Y	Mr. Wilcox	Y

Ms. Chavez	Y	Dr. Zacharias	Y
Ms. Erickson	Y		

The March 16, 2026 Minutes were approved as Resolution R78-26.

No Public Comment

No Recognition of Guests

Financial Report via Consent Agenda
Chief Financial Officer, Angie Lang, presented grant activity, variance reports, statements of revenue and expenses, and balance sheet information for Trustees review. Revenue increased approximately 3 percent compared to the previous fiscal year, while expenses increased approximately 5.6 percent. As of the end of May, the College had collected 97 percent of its projected annual revenue and expended 77 percent of its budgeted expenses. Total assets remained strong at nearly $48 million, reflecting the institution's continued financial stability.

The Board approved two resolutions related to the College's Early Enrollment Program (EEP). The first established the CCP to Degree Program, designed to support Ohio College Credit Plus students who are pursuing a defined certificate or degree pathway. The second approved the West Virginia Bridge to College Program, which offers reduced tuition rates to West Virginia students while encouraging degree and certificate completion. Both initiatives resulted from a recent review of early enrollment offerings and are intended to strengthen student success and completion outcomes.

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

Approval of Financial Report via Consent Agenda
Trustee Wilcox moved to approve the Financial Report via Consent Agenda, Trustee Chavez seconded, and the motion passed with a roll call vote.

The Financial Report via Consent Agenda was approved as Resolution R79-26.

Administrative Report via Consent Agenda
Ms. Emily Miskimins presented the Human Resources Report. The administrative report highlighted several personnel changes, with no open positions for the first time since Ms. Miskimins moved into her position as Director of Human Resources. New faculty and staff appointments included Andrea Tamm as Assistant Program Administrator of Nursing, Jessica Thompson as Nursing Clinical Coordinator, Philip Sammons as Electrical Engineering, Brian Kapple as part time POBA Instructor, Kaley Haas as part time HIMT Adjunct, Joseph Lamp as Project Support Specialist for the Foundation, Carson Huck as College Pathway Advisor, Makinzi Kuczko as part time Resident Assistant for Upward Bound Summer Program, and Marcus Grueneberg as part time Resident Assistant for Upward Bound Summer Program. The report also acknowledged several employee departures. Resignations included Alexandra Trew as Education Faculty, Elizabeth King as FlexFactor STEM Specialist and Elizabeth Bowden as Nursing Faculty. A Reduction in Force due to grant funds ending involved the early resignation of Jennifer Theiss as Administrative Assistant for Nursing. Discussed were plans to sustain key positions through grant funding and future budget planning.

Approval of Administrative Report via Consent Agenda
Trustee Zacharias moved to approve the Administrative Report via Consent Agenda, Trustee Wilcox seconded, and the motion passed with a roll call vote.

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

The Administrative Report via Consent Agenda was approved as Resolution R80-26.

College Reserve Fund Report
Dan Knaus, Associate Vice President of Finance and Operations, provided an analysis of the College's reserve funds and state financial accountability measures. The presentation demonstrated that Washington State College of Ohio currently holds the highest possible state accountability score of 5.0 and remains one of only two community colleges in Ohio with no outstanding debt. Under Ohio Senate Bill 6, public colleges receive a composite financial accountability score from 0 to 5.00. An institution scoring at or below 1.75 for two consecutive years is placed on a fiscal watch.

Mr. Knuas outlined the composite score being composed up using three primary ratios:

$$Primary\ Reserve\ Ratio\ =\ \frac{Expendable\ Net\ Assets}{Expenses}$$

$$Net\ Income\ Ratio\ =\ \frac{Revenue\ -\ Expense}{Revenue}$$

$$Viability\ Ratio\ =\ \frac{Expendable\ Net\ Assets}{Plant\ Debt}$$

For colleges with zero debt, like WSCO, the state utilizes the following formula for the composite score:

$$Composite\ Score\ =\ (0.8\ *\ Primary\ Reserve\ Ratio)\ +\ (0.2\ *\ Net\ Income\ Ratio)$$

The presentation reviewed the components of the Expendable Net Assets. This includes the Restricted Expendable Assets, Unrestricted Assets and Pension Liabilities. The WSCO cash reserve is the balance in Unrestricted Assets and currently sits at 7.1MUSD.

It was noted that the state's formula for expendable net assets adds back state pension liabilities (GASB 68/75) so paper deficits do not unfairly penalize institutions. However, this means a primary reserve score can stay at a perfect "5" even if actual unrestricted assets drop to zero. Therefore, WSCO leadership emphasizes tracking both the state metric and actual unrestricted assets side-by-side to monitor true real-world liquidity.

The presentation illustrated a "Reserve Drawdown Scenario" to evaluate how spending down the college's cash reserves would impact its state compliance scores.

Conclusions presented to the board of trustees:

- Assuming a strict floor of 90 days (3 months) of cash-on-hand, WSCO can safely initiate a drawdown of up to ~$2.25 million.
- According to the scenario formula, a maximum of $2.25 million spending from the reserves would leave the college with $4.8 million in unrestricted assets. This would result in a slight, non-critical decrease in the overall composite score.
- Prior to authorizing any drawdown, leadership must consider unrestricted asset liquidity, campus accountability metrics, and enrollment stability. Any subsequent drawdowns will remain strictly dependent on ongoing budget-to-actual performance and sustaining healthy liquidity in unrestricted cash assets.

The trustees reviewed reserve fund trends, unrestricted assets, and financial modeling that illustrated the impact of potential future investments on the College's financial health. Trustee

discussion centered on balancing strong fiscal stewardship with opportunities to reinvest institutional reserves into strategic initiatives, facilities, and future growth opportunities.

Records Custodial Agreement
Dan Knaus, Associate Vice President of Finance and Operations, provided the Records Custodial Agreement information. The Board approved a resolution establishing a Student Records Preservation Plan as required under Ohio House Bill 96. Through a reciprocal agreement with Zane State College, each institution will serve as the designated custodian of student records for the other in the event of institutional closure. The agreement covers academic transcripts, enrollment histories, degrees and certificates awarded, financial aid records, and student tax documentation, ensuring compliance with state requirements and the long-term protection of student records.

Approval of Records Custodial Agreement via Consent Agenda
Trustee Anderson moved to approve the Records Custodial Agreement via Consent Agenda, Trustee Vandenberg seconded, and the motion passed with a roll call vote.

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

The Records Custodial Agreement via Consent Agenda was approved as Resolution R81-26.

President's Report
In her President's Report, President Dr. Parker highlighted several accomplishments from the conclusion of the academic year. The College held its largest attended commencement ceremony in institutional history, celebrating 401 graduates who collectively earned 541 degrees and certificates. The Friday InCert Academy experienced continued success, with high school students earning more than 200 industry-recognized credentials during the year. Recognized and thanked for their leadership with the Academy were Jared Voldness and Tracey Hooper-Porter. The College also entered into a new articulation agreement with Capital University, providing business and accounting students with a streamlined transfer pathway, Junior status upon transfer, and $20K scholarship opportunities.

Additional campus accomplishments included the annual Employee Appreciation Luncheon (thanks to Emily Mikimins), recognition of employee service milestones, retirements, and

Excellence Award recipients. Teaching Excellence honors were awarded to Dr. Adrienne Hellinger, Director of the Respiratory Therapy program, while the Student Support Excellence Award was presented to Jared Voldness, Director of Business and Engineering. The College also launched a VIP Volunteer initiative supporting Harvest of Hope, with 19 staff and faculty who expressed interest in volunteering. Brenda Matthews, Executive Administrative Assistant to the President, will be managing this program. This will allow the College to further strengthen community engagement efforts.

Enrollment results for the academic year exceeded institutional goals. The College concluded the year with a headcount of 2,962 students, surpassing the goal of 2,715, and generated 40,634 credit hours compared to the goal of 38,945. Non-credit enrollment also exceeded projections ending the year over budgeted goal by almost $5K. State Share of Instruction funding surpassed budgeted expectations, contributing to a strong year-end financial position.

The Washington State College of Ohio Foundation reported a successful fundraising year despite staffing transitions. Foundation activities included a distinguished alumni recognition event, a benefit concert that exceeded fundraising goals by raising $12K, and continued progress toward a three-year campaign target of $1.2 million. Current fundraising totals have surpassed $440,000 during the campaign's first year.

The President also provided updates on major grants and strategic initiatives, including the Title III Grant, Rural Guided Pathways Project, IDEAS in a partner project with Future Plans/GRIT, the recently awarded ARC Power Planning Grant received just last week, and a new Oh-Mi collaboration with the Michigan Center for Student Success. These initiatives continue to support the College's strategic priorities related to student success, workforce development, career exploration, and regional partnerships.

No New or Old Business reported

Before adjournment, trustees were reminded to complete Ohio ID registration requirements in preparation for upcoming state-mandated trustee training and compliance activities.

Adjournment

Trustee Altier moved to adjourn at 4:53 p.m. Trustee Wilcox seconded, and the motion passed with a roll call vote.

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

Ms. Erickson	Y		

The Adjournment of the June 15, 2026 meeting of the WSCO Board of Trustees was approved as **Resolution R82-26.**

The next meeting is scheduled for August 17, 2026.

Jodey Altier Date Dr. Sarah Parker Date

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