

**KENT STATE UNIVERSITY
BOARD OF TRUSTEES
December 1, 2020
Meeting Held Remotely**

Board Members Present

Shawn Riley, Chair
Virginia Addicott
Robert Frost
Jasmine Hoff
Robin Kilbride
Dylan Mace
Donald Mason
Stephen Perry
Catherine Ross
Ann Womer Benjamin

KSU President's Cabinet Present

Todd Diacon, President
David Dees
Paul DiCorleto
Nick Gattozzi
Amoaba Gooden
Lamar Hylton
Rebecca Murphy
Joel Nielsen
Mary Parker
Mark Polatajko
John Rathje
Charlene Reed
Melody Tankersley
Valoree Vargo
Willis Walker

CALL TO ORDER AND ROLL CALL

Chair Shawn Riley called the meeting to order at 2:30 p.m. Trustee Kilbride called the roll, and a quorum was present.

PROOF OF NOTICE

Chair Riley said public notification was given pursuant to state law and university policy. He announced that as permitted under Substitute House Bill 404, the meeting was being conducted remotely. He also noted that members of the public had access to view the proceedings through livestreaming of the roll call vote, the Committee of the Whole session, and the Board's business meeting. He thanked everyone for their flexibility and dedication to Kent State.

EXECUTIVE SESSION

Chair Riley said in accordance with Chapter 121.22, section G of the Ohio Revised Code, the Board had a need to meet in Executive Session for the purpose of: (i) considering the employment and compensation of a public employee or official [121.22(G)(1)]. As permitted by Ohio law, trustees also met with representatives of its external auditors, RSM US, LCC.

Trustee Mason moved, seconded by Trustee Frost, that the Board retire into Executive Session. Trustee Kilbride took a roll call vote of the membership. By virtue of a unanimous roll call vote, the Board adjourned into Executive Session at 2:36 p.m.

The session concluded at 3:25 p.m. By approval of a motion made by Trustee Mason and seconded by Trustee Frost, the Board returned to public session.

COMMITTEE OF THE WHOLE

The Board's Committee of the Whole session convened at 3:30 p.m.

Chair Riley thanked President Todd Diacon and the team for focusing the session on Kent State's strategy for the Spring 2021 semester. He congratulated the university community for a successful Fall 2020 semester, having made it all the way through the planned period of in-person classes without any outbreak forcing a move to remote instruction.

Chair Riley then called on President Diacon to make a few remarks and to introduce Interim Senior Associate Provost Manfred van Dulmen and Assistant Professor of Public Health Melissa Zullo, who would discuss lessons learned, Spring 2021 mitigation efforts, and enhanced testing protocols. President Diacon said it takes a village to run Kent State but certainly during the pandemic, it took everyone working together to generate the successes Chair Riley just mentioned. He noted that part of that meaningful work was the positive relationship the university developed with the City of Kent Health Commissioner Joan Seidel, whose efforts are greatly appreciated.

President Diacon further stated the university's success this fall was a testament to the work of administrators, faculty, and staff who are driven by their commitment to *Flashes Taking Care of Flashes*. He congratulated and thanked students for embracing and following the Flashes Safe Seven protocols. Some students experienced quarantine during the Fall semester, accepting it in the spirit of Flashes taking care of Flashes, he said.

President Diacon called on Dr. van Dulmen and Dr. Zullo for their presentation. Dr. van Dulman noted that continuing prevention efforts would focus on flexibility, equity and reasonableness. Safety on campus has resulted from adherence to the Flashes Safe Seven principles as well as space modifications, increased signage and reduced classroom capacity, he said. For the Spring 2021 semester, plans call for further reducing campus capacity through a mixture of in-person and remote courses, further reduced density in residence halls, limits to in-person gatherings, and promotion of remote activities (work/gatherings).

He cited several lessons learned since the outset of the pandemic in March 2020: (1) Kent State is adept at rapidly adapting to change, (2) cross-collaboration across divisions was critical to successful adaptation to change; (3) collaborative engagement with unions was essential for maximum effectiveness and necessary speed in adapting to changing conditions; and (4) many investments were made for the long term and not just to address short-term problems and challenges, e.g., installation of classroom technology. He noted further that diversifying testing

providers and other suppliers was critical to reducing risk, and reopening and COVID-19 management plans must include both on-campus operations and off-campus housing considerations. He explained how in-person classes would be phased with Tier 1 courses returning face to face at the opening of the semester and Tier 2 courses beginning remotely and moving in person on February 1 if permitted by campus and local pandemic conditions.

Dr. Zullo provided a detailed summary of the Spring 2021 testing program, which was enhanced to include at-home and move-in testing requirements; high-volume, high-frequency testing for residence hall students and others; course recommendations; random testing for off-campus students, faculty and staff with a higher risk of contracting the virus at work; and implementation of a wastewater testing program. These measures were designed to prevent outbreaks and limit the need for quarantine orders, she noted.

Chair Riley thanked President Diacon, Dr. van Dulmen, and Dr. Zullo for their outstanding report and leadership. When instruction and operations went fully remote in March 2020, all thought of it as a temporary inconvenience, he said. Over the summer it became clear the pandemic would require long-term adjustments in behaviors and practices. As Kent State moves into the spring semester, the adjustments the board, students, faculty and staff have made will continue and all will remain relentless in ensuring the community's health and safety, he said.

The Committee of the Whole session concluded at 4:00 p.m., and Chair Riley moved immediately into the Board business meeting.

APPROVAL OF THE AGENDA

Chair Riley requested approval of the meeting agenda. He noted the addition of one item for consideration on the consent agenda – the proposed offering of a second Voluntary Separation Incentive Program (VSIP) window for full-time faculty during the Spring 2021 semester.

Hearing no further additions or corrections, the agenda was adopted by general consent.

DISPOSITION OF THE MINUTES

Chair Riley asked if there were any additions or corrections to the minutes of the September 16, 2020, and October 9, 2020, meetings of the Board. Hearing none, the minutes were approved by general consent.

REPORT OF THE CHAIR

Chair Riley thanked and congratulated President Diacon, the faculty, staff and students for successfully completing the on-campus portion of the Fall 2020 semester. He also wished the students good luck with their upcoming finals.

Chair Riley noted that immediately before this session, the trustees met as a committee of the whole regarding the university's comprehensive strategy for addressing the return of students in

the Spring 2021 semester. Board members extend best wishes to the students, faculty and staff for a safe and successful return, he said.

Chair Riley next called on President Diacon to give his report.

REPORT OF THE PRESIDENT

President Diacon began by saying that nine years ago, one of the things that attracted him to the Senior Vice President for Academic Affairs and Provost position and to Kent State was its burgeoning efforts to boost access, degree completion and student success. As he began his work as Provost, it quickly became apparent that one of the major forces behind these efforts was Dr. Eboni Pringle, Dean of the University College. Before asking Dean Pringle to speak, he observed that Kent State University recently was named a finalist for the Association of Public and Land-grant Universities (APLU) Degree Completion award. He remarked that being recognized as a finalist for the prestigious APLU award is a really big deal in higher education, the equivalent of being a Best Picture nominee in the Oscars. The APLU Degree Completion finalist selection is a wonderful national recognition of the university's work and a testament to Dean Pringle and all those who work to increase student success and degree completion, he said. With that, he turned to Dean Pringle for brief remarks.

Dean Pringle stated that she always reminds the president that this is a community effort, and she is so proud to be a part of this community. She acknowledged Chair Riley and members of the Board, expressing her excitement to be there that day to celebrate Kent State being named as one of four finalists for the APLU Degree Completion Award. Kent State joined Sacramento State University, Northern Arizona University and the University of Wisconsin Madison in this recognition for the most prestigious and competitive award given to colleges and universities for their innovative approaches to increasing graduation rates. The Kent State community has engaged in incredible work, she said, leading to a nearly 10% increase in graduation rates in eight years, graduating more than 10,000 students per year, she noted.

Dean Pringle noted it indeed was a proud moment and even more significant was the fact that Kent State is living out its mission and honoring its commitment to educational access and completion for its most underserved students, increasing the graduation rate by 127% for students of color who face significant financial challenges and are first in their families to earn a college degree. We accomplished these incredible outcomes as a community making data-driven decisions to shift our culture, leading to changed behavior, she said. Dean Pringle observed that in 2014, the university began asking students, "Got 15?" The aim of this campaign was to encourage students to enroll in 15 or more credit hours each semester. Students and families now understand from this campaign how many credit hours they need to enroll in and complete each semester to graduate in four years. This shift in behavior led to a 19% increase in first-year students enrolling in 15 or more credit hours each semester, and a 14% increase in Kent State's four-year graduation rate, she said.

Using data as its guide, the university noted its most underserved students were graduating at lower rates than their peers. To shift cultural behavior, the Dynamic Education and Engagement

of Diverse Students (DEEDS) strategy was implemented. The DEEDS strategy provides just-in-time academic, financial and social support, which keeps students enrolled and on track to graduate. She cited the example of the Summer Advantage program, which encourages students to complete critical coursework during the summer to stay on track to graduation.

Faculty play a central and critical role, she said. In 2014 faculty members examined course completion rates and identified courses where students were performing lower than expected. The faculty then designed and implemented new approaches to pedagogy and updated course prerequisites to increase course completion, she said. Over time the number of large lecture courses where 30% or more of the students enrolled were earning a D or an F or were withdrawing from the course has been reduced dramatically, she said. As of Fall 2020, she was very proud to report that only six of those courses still have that designation.

Dean Pringle said students also play a central role in shifting culture and the behavior of their peers, as evident in the prior presentation on COVID-19 prevention efforts. National and Kent State studies have shown that students who will be the first in their family to earn a college degree often question if they belong in college and can actually earn a college degree. The Confessions of a Golden Flash panel was designed to answer this question with a resounding yes. First-generation juniors and seniors serve as panelists and instead of just giving advice, panelists share their challenges and stories of triumph and the resources, the individuals, and the behaviors that led to their success, she said.

Dean Pringle stated that required academic advising was implemented in 2012 to help guide and support students through their academic career. This investment in students provides a consistent source of support and guidance necessary to cross the finish line, she noted.

She ended her report with a huge thank-you to the KeyBank Foundation for its generous support of Kent State's underserved students. The foundation's support meant that students could stay on track by enrolling in summer courses, receiving career counseling and coaching, and engaging in transformational experiences such as research and internships. KeyBank played a key role in the success celebrated today, she noted.

President Diacon thanked Dean Pringle. While some universities have raised the academic profile of admitted students as a means to increasing graduation rates, Kent State has a very proud history of diversity, accessibility, and admitting students who were the first in their families to go to college, and then providing enhanced services, enhanced attention and using data-driven analytics to fashion new policies, new programs and new procedures that have led to their success.

Trustee Addicott asked how students with learning difficulties have been impacted by the COVID-19 pandemic and remote instruction. Dean Pringle replied that the impact has been great, but the Office of Student Accessibility Services has worked very diligently, one-on-one with students and families to put in place those resources that students need to be successful. She congratulated the faculty for pivoting as needed and adjusting to student needs. Vice President Lamar Hylton agreed there has been an increase in students accessing these services, given the

evolution of the pandemic and the ways in which it has impacted students' ability to access their courses. He further remarked that another layer of student support has been expanding their access to technology through emergency grants as well as working with information technology and Vice President John Rathje's team to ensure appropriate mechanisms are in place to provide students the optimal setting for learning and completion of courses. He stated that it has been a multifaceted approach to ensure that students with learning disabilities are not impacted negatively by the way in which course delivery is deployed.

President Diacon added that Kent State students have the highest of financial need, given that roughly a third of the Kent campus student body are first generation and a third are Pell Grant eligible. Combined with regional campuses, where those numbers are 50% and more, in a COVID-19 environment with its effects on the economy, wage earners and students' ability to afford a college education at this moment, the university has doubled-down on its efforts to help students stay enrolled and on track, he said. Kent State is doing that also with the leadership of Vice President for Enrollment Management Mary Parker and Interim Vice President for Philanthropy and Alumni Engagement Valoree Vargo who are raising and allocating critical student emergency funds.

With that, Chair Riley asked President Diacon to present the personnel actions.

PERSONNEL ACTIONS

President Diacon called on Senior Vice President and Provost Melody Tankersley to present the academic personnel actions. She reported that the academic personnel actions largely were routine in nature. She noted the special requests for emeritus status for 23 members of faculty.

President Diacon next called on Senior Vice President for Finance and Administration Mark Polatajko to present the non-academic personnel actions. He stated that the non-academic personal actions report stood as written, with all matters being routine and customary in nature. Dr. Polatajko noted that the report included salary adjustments for non-represented staff making less than \$150,000, for whom all or a portion of FY 2021 salary reductions were restored effective October 1, 2020.

By general consent, the personnel actions were placed on the consent agenda for approval.

COMMITTEE REPORTS

Chair Riley stated that the Board would proceed to reports and recommendations by the committees. He noted that standing committee meetings took place the week prior to the Board meeting, and he thanked trustees for making an additional time commitment for that purpose.

He explained that at the end of each committee report, he would ask if any trustee wished to remove an item from the consent agenda. If there were no objections, the resolutions would be added to the consent agenda by general consent, he said.

Chair Riley then called on Committee Chair Virginia Addicott to present the report of the External Relations and Development Committee.

EXTERNAL RELATIONS AND DEVELOPMENT COMMITTEE

Committee Chair Addicott reported that the External Relations and Development Committee met on November 20, 2020, to receive updates on Fall 2020 election results and legislative outlook, fundraising to date, and an upcoming name change for the Division of University Relations.

The committee heard a presentation from Nick Gattozzi, Executive Director of Government and Community Relations, on the Fall 2020 state and federal election results and importantly, the outlook for state and federal legislation, she said. State legislative actions and bills in the near term that will impact Kent State University include proposals for a state capital bill, a free speech bill, an extension of authority to conduct board meetings remotely, and the sale of the Trumbull campus property. During the spring of 2021, the State of Ohio operating budget for the next biennium will be determined. Kent State also could be impacted by federal budget actions including outcomes on the current continuing resolution for federal funding that expires on December 11, 2020; another possible COVID-19 relief package; the Higher Education Act reauthorization; the Biden Administration's legislative and executive agenda; and the impact of any state and federal legislative departures to the new Biden administration. She concluded, citing Mr. Gattozzi's observation that the two most important items to watch in regard to their impact on Kent State would be the outcome of deliberations on a State of Ohio capital budget for FY 2021 and 2022 and the State of Ohio biennial budget for FY 2022 and 2023.

Trustee Addicott then said the committee received a fundraising update from Valoree Vargo, Interim Vice President for Philanthropy and Alumni Engagement and Executive Director of the Kent State University Foundation. Ms. Vargo shared that higher education fundraising nationally is down across the board. At that point in the year, \$6.6 million in gifts were received, with total fundraising for the year expected to be in the range of \$20-22 million. The university was making excellent progress toward initiatives such as fundraising for student success and the annual Giving Tuesday campaign now underway. By the campaign's close on December 1, 2020, the team was confident Kent State would again beat its prior year record for Giving Tuesday attainment. Trustee Addicott thanked Board members for their support of the Giving Tuesday campaign, with 100% participation achieved. Kent State is now viewed as a national leader in Giving Tuesday initiatives, she said.

The university convened a Council of Leadership Boards meeting in October 2020 with 148 participants representing more than 80 leadership and advocacy boards system-wide. The council will continue efforts to involve volunteers in donor recognition, student recruitment and student success, bringing many different organizations from across the university together to work with really great force, she observed.

Trustee Addicott reported that the Division of University Relations will be renamed to the Division of University Communications and Marketing, effective January 1, 2021.

She then said that in the committee meeting, President Diacon shared that the Kent State vs. University of Akron football ESPN game broadcast on November 17 drew one million viewers, the highest viewership of any MAC football game since 2013. ESPN provided a 30-second television spot for each team during the broadcast, and Kent State featured seniors on the football team thanking faculty and staff for continuing the education process in spite of the pandemic.

Trustee Addicott concluded that it was amazing how well the executive team, faculty and staff are leading in this pandemic. Kent State is really keeping an eye on students first, with everything pointing toward that objective. With that Trustee Addicott concluded her report on behalf of the External Relations and Development Committee.

Chair Riley next called on Committee Chair Robert Frost to present the report of the Academic Excellence and Student Success Committee.

ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

Committee Chair Frost reported that the Academic Excellence and Student Success Committee met on November 20, 2020. He began by congratulating Dr. Melody Tankersley on behalf of the Board, for her selection as Senior Vice President and Provost effective November 1, 2020. Dr. Tankersley emerged as the top candidate in a national search that began last spring. He also congratulated the university upon her selection.

Trustee Frost then reported that Dr. Tankersley presented academic personnel actions as well as two management decision items recommended for inclusion on the consent agenda.

CONFERRAL OF DEGREES SUMMER 2020

The committee was pleased to recommend conferral of 1,214 degrees completed from May 9, 2020, to August 15, 2020, he said. The resolution was proposed for approval on the consent agenda.

Resolution 2020-66

CONFERRAL OF DEGREES SUMMER 2020

WHEREAS, Section 3341.05 of The Revised Code of Ohio provides that "...On the recommendation of the (KSU) faculty, the (KSU) Board of Trustees may confer such honorary and academic degrees as are customarily conferred by colleges and universities in the United States..."; and

WHEREAS, the faculties, deans and directors of Kent State University's colleges and schools recommend that appropriate degrees be conferred on those Kent State students who completed – during the period May 9, 2020, to August 15, 2020 – the various requirements of the respective programs of study they pursued; and

WHEREAS, the university has recognized completion of said programs of study by awarding diplomas as appropriate at a suitable time, during the period cited, upon such persons listed in the accompanying Summary of Candidates for Degrees; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby confirms the conferral of their respective degrees upon those persons who have been officially recorded by the Kent State University Registrar as having completed the requirements during said period May 9, 2020, to August 15, 2020.

Trustee Frost then noted that consistent with earlier remarks from Dean of University College Eboni Pringle, the committee recommended Board approval of the updated Kent State University Complete College Ohio Campus Completion Plan.

APPROVAL OF THE UPDATED KENT STATE UNIVERSITY COMPLETE COLLEGE OHIO CAMPUS COMPLETION PLAN

Trustee Frost explained that Kent State University is required to report on its Complete College Ohio Campus Completion Plan every two years in accordance with House Bill 59. In presenting highlights of this year's report, Dean Pringle noted that Kent State increased the retention rate from 77.6% to 81.6% for the Kent campus and from 56.1% to 60.1% for the regional campuses. The six-year graduation rate for all first-time full-time students on the Kent campus has reached a record high of 65.5%, he said.

Resolution 2020-67

APPROVAL OF THE UPDATED KENT STATE UNIVERSITY COMPLETE COLLEGE OHIO CAMPUS COMPLETION PLAN

WHEREAS, the State of Ohio joined the Complete College America Alliance of States in 2013, creating Complete College Ohio; and

WHEREAS, the state legislature passed the Complete College Ohio Act with the primary goal to increase dramatically the number of college degrees awarded in Ohio; and

WHEREAS, the 130th Ohio General Assembly passed Amended Substitute House Bill 59 that required the university to adopt a strategic completion plan that was approved by the Board of Trustees and submitted to the Chancellor of the Ohio Board of Regents; and

WHEREAS, the board of trustees of each institution of higher education is required to update its plan at least once every two years and to provide a copy to the Chancellor upon adoption; and

WHEREAS, the university seeks approval of the Board of Trustees to submit this next required updated plan to the Chancellor of the Ohio Department of Higher Education by December 1, 2020; and

WHEREAS, Kent State University remains committed to improving student success while keeping true to its mission of providing accessible education for the citizens of Ohio and beyond; and

WHEREAS, the university supports and expands the state's educational and workforce development initiatives in the broadest and most meaningful sense; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the updated Kent State University Complete College Ohio Campus Completion Plan, and the submission of the plan to the Chancellor of the Ohio Department of Higher Education by the December 1, 2020, deadline.

He said that following no objections, the committee recommended the resolution be placed on the consent agenda for approval.

The committee also received three informational reports. Vice President Lamar Hylton reported the establishment of Administrative Policy 3342-5-12.19 Regarding Painting the Rock Located on Hilltop Drive. This new administrative policy does not regulate free speech and does not include any limitations beyond what is already prohibited by law, he observed. The policy was created by a committee of students, faculty and staff to address usage of the Rock and safety issues, he said. He gave as an example that the policy provides parameters for the length of time paintings can remain on the Rock and addresses safety concerns associated with the actual painting of the Rock. The new policy was among several actions taken by the administration to alleviate safety concerns that arose after racist remarks were painted on the Rock earlier this semester, he noted. Trustee Frost thanked Vice President Hylton, President Diacon and his entire cabinet for the very delicate and immediate handling of the issue, not shying away from it and working through solutions with the involvement of student government and student leadership in developing the policy.

The committee also heard an informative presentation on how student recruitment has changed dramatically during the pandemic by Associate Vice President for Enrollment Management Sean Broghammer. The pandemic halted traditional in-person activities such as college fairs and high school visits. At many times campus tours, which were relied upon heavily in the past to deliver the freshman class, had to be suspended, he said. Dr. Broghammer informed the committee that Enrollment Management at Kent State has shown great creativity in reaching out to students and families in this new environment. He cited the example of the popular KSU to You series held at drive-in theaters across northeast Ohio and in the Columbus and Cincinnati areas. Prospective students and their families have come out by the hundreds to view tours and other campus content on the big screen and to speak directly to university representatives. Trustee Frost said that Dr. Broghammer further shared that families are looking for that personal touch and

personal engagement as they consider these life-changing decisions, and the institution has received feedback indicating how thankful families were for Kent State coming to their communities. Trustee Frost thanked the Enrollment Management team for its creativity.

Lastly, the committee received an update on COVID-19 testing and the transition from in-person to remote instruction for the conclusion of the Fall 2020 semester, as well as a preview of preparations and decision making for the Spring 2021 semester. He noted that this update was presented in greater detail to the Board as a committee of the whole earlier that afternoon.

With that Trustee Frost concluded the Academic Excellence and Student Success Committee report.

Chair Riley thanked Trustee Frost for his report and asked if any trustee wished to remove either of the proposed resolutions from the consent agenda for further discussion. There were no objections, and the resolutions were added to the consent agenda by general consent.

He next called on Committee Chair Donald Mason to present his report on behalf of the Audit and Compliance Committee.

AUDIT AND COMPLIANCE COMMITTEE

Trustee Mason stated that the members of the Audit and Compliance Committee met with the university's leadership and representatives of the external audit firm RSM on November 18, 2020, for the Fiscal Year 2020 audit exit conference. He noted that an unqualified, or "clean," opinion was issued on the university's financial statements, and that the Audit and Compliance Committee wished to acknowledge the Finance and Internal Audit staffs for their work on behalf of the university.

Trustee Mason said financial statement highlights for fiscal year 2020 also were presented, which demonstrated Kent State's sound financial position despite the challenges of the COVID-19 pandemic. The university remains committed to exploring revenue enhancement opportunities and exercising good judgment in aligning operating expenses to projected revenues. The presentation was very helpful in understanding the ongoing impact of these important activities in support of the university's commitment to organizational stewardship, he said.

He then noted that committee members received the Office of Internal Audit performance report for the first quarter of fiscal year 2021 from Director of Internal Audit Sarah Gampo on November 13, 2020. The report summarized internal audit project highlights and activities for the period and compared the Internal Audit Plan budgeted hours to actual. There were no unusual items to report, he said.

With that, Trustee Mason concluded his report for the Audit and Compliance committee.

Chair Riley then called on Committee Chair Trustee Stephen Perry to present the report of the Finance and Administration Committee.

FINANCE AND ADMINISTRATION COMMITTEE

Committee Chair Perry stated that the Finance and Administration Committee met remotely on November 19, 2020, and discussed several items to be considered by the Board. The committee asked that the non-academic personnel actions be included on the consent agenda. Trustee Perry then presented additional items recommended for inclusion on the consent agenda.

REVISION OF ROOM AND BOARD RATES FOR THE SPRING 2021 SEMESTER

Trustee Perry first presented recommended room and board rates effective Spring Semester 2021. Due to the ongoing COVID-19 pandemic, the university has altered operations to reduce the spread of the virus. The Spring 2021 academic calendar was adjusted to reschedule the spring break in April and moving all courses to remote instruction after the spring break, he said. This pattern is like the revised Fall 2020 schedule, which transitioned students to finish their semester remotely rather than return face to face after the Thanksgiving break, he said. Aligning the Spring 2021 housing and dining service dates with the revised academic calendar will reduce the term from the originally approved 17-week service period to a 13-week service period, he reported. Residence Services and University Dining Services have proposed corresponding reductions in housing and dining rates for Spring 2021 Semester, he said. The committee reviewed the revised rate schedule and recommended its approval as part of the consent agenda.

Resolution 2020-68

REVISION OF ROOM AND BOARD RATES FOR THE SPRING 2021 SEMESTER

WHEREAS, it is the intent of Kent State University to operate its residence halls and dining programs on a self-sufficient basis; and

WHEREAS, the Kent State University Board of Trustees approved room and board rates for the 2020-2021 academic year on March 4, 2020; and

WHEREAS, subsequent to this approval, Kent State University has modified the academic calendar in order to reduce risk during the ongoing COVID-19 pandemic; and

WHEREAS, the residence hall and dining programs are intended to provide quality services at a reasonable price that continues to support the Tuition Guarantee Model; and

WHEREAS, the Kent State University Board of Trustees has an interest and responsibility regarding the quality and affordability of the housing and dining programs; and

WHEREAS, it is recommended by Residence Services and University Dining Services leadership that the room and board rates be reduced for the Spring 2021 semester to coincide with a shortened contract term due to changes in the academic calendar; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the proposed adjusted room and board rate schedules effective for all cohorts returning or entering in Spring 2021, unless otherwise noted.

Next, Trustee Perry reported that the Division of Information Technology recommended a series of organizational changes to Chapter 9 of the University Policy Register to provide improved guidance and clarity for the proper use, management, administration and protection of information technology resources.

APPROVAL OF UNIVERSITY POLICIES REGARDING INFORMATION TECHNOLOGY ADMINISTRATION

Trustee Perry briefly reviewed the proposed changes. It was recommended that current University Policy 3342-9-01 be renamed and renumbered to 3342-09-02, and that University Policy 3342-9-01 be replaced with new policy language stating that the Division of Information Technology shall serve as the responsible office for implementation, development, administration, security and support of university computer, network, application, telecommunications, or other information technology resources and that the Vice President for Information Technology and CIO shall be responsible for developing and implementing technology policies, standards and practices in furtherance of the university's mission.

Trustee Perry said that additionally, approval was requested for a new University Policy 3342-9-03 Regarding Information Technology Security Administration. This policy establishes the Division of Information Technology as the responsible office for information technology security administration and further identifies the Vice President of Information Technology and CIO as the responsible role for implementing technology policies and provides for the Vice President to delegate certain responsibilities related to this policy to the Chief Information Security Officer, he noted. The proposed policy changes were reviewed and recommended for approval on the consent agenda, according to Trustee Perry.

Resolution 2020-69

APPROVAL OF UNIVERSITY POLICIES REGARDING INFORMATION TECHNOLOGY ADMINISTRATION

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, in accordance with its periodic review of institutional policies, the Division of Information Technology proposes approval of three university policies

within Chapter 9 to improve guidance and clarity regarding the proper use, management, administration, and protection of information technology resources:

- (a) Approval of a new University Policy 3342-9-01 Regarding Information Technology Administration, which identifies the Division of Information Technology as the responsible office for implementation, development, administration, security and support of university computer, network, application, telecommunications, or other information technology resources, and the Vice President for Information Technology and CIO as responsible for developing and implementing technology policies, standards, and practices in furtherance of the university's mission;
- (b) Renaming and renumbering of current policy 3342-9-01 to University Policy 3342-9-02 Regarding Responsible Use of Information Technology; and
- (c) Establishment of University Policy 3342-9-03 Regarding Information Technology Security Administration, which identifies the Division of Information Technology as the responsible office for information technology security administration, further identifies the Vice President for Information Technology and CIO as responsible for implementing technology policies, and permits the delegation of certain responsibilities related to this policy to the Chief Information Security Officer; now, therefore,

BE IT RESOLVED, that Kent State University Board of Trustees approves university policies 3342-9-01, 3342-9-02, and 3342-9-03 as recommended, effective January 1, 2021.

Trustee Perry then asked the Board to ratify the university's Fiscal Year 2020 Efficiency Reporting and Master Recommendations Report to the State of Ohio. Ohio Revised Code section 3333.95 requires the Chancellor to maintain an Efficiency Advisory Committee to generate optimal efficiency plans for campuses, identify shared services opportunities, streamline administrative operations, and share best practices in efficiencies among Ohio's colleges and universities. All Ohio public universities and colleges are required to submit an annual report to the Chancellor that has been approved by their boards of trustees, he said.

RATIFICATION OF FISCAL YEAR 2020 EFFICIENCY REPORTING AND MASTER RECOMMENDATIONS REPORT

Trustee Perry noted that Kent State's savings for fiscal year 2020 were nearly \$31.3 million, which was \$6.2 million higher than originally estimated. Highlighted areas of savings included the tuition tier revision, textbook affordability, the healthcare plan strategy, debt refunding, investment management, and use of the IUC insurance consortium. Trustee Perry noted that he, as Chair of the Finance and Administration Committee, reviewed the draft report prior to its submission to the Chancellor on the required due date of November 13, 2020. The Board's ratification of the report will complete this process. He recommended that the resolution be placed on the consent agenda for approval.

Resolution 2020-70

RATIFICATION OF FISCAL YEAR 2020 EFFICIENCY REPORTING AND MASTER RECOMMENDATIONS REPORT

WHEREAS, Section 3333.95 of the Ohio Revised Code requires the Chancellor to maintain an Efficiency Advisory Committee to generate optimal efficiency plans for campuses, identify shared services opportunities, streamline administrative operations, and share best practices in efficiencies among Ohio's colleges and universities; and

WHEREAS, the law additionally requires an annual report be completed by the Ohio Department of Higher Education (ODHE), which has created the Fiscal Year 2020 Efficiency Reporting Template to capture the data required to produce the 2020 Efficiency Advisory Committee Report; and

WHEREAS, per Ohio Revised Code 381.550, an annual report must be completed by each institution, authorized by its board of trustees and submitted to the ODHE, which demonstrates progress and realized savings from the previous year; and

WHEREAS, Kent State University's effectiveness and efficiency savings for fiscal year 2020 were \$31,286,881, more than \$6.2 million higher than originally estimated; and

WHEREAS, in order to meet the Chancellor's stated deadline of November 13, 2020, the university's Fiscal Year 2020 Efficiency Reporting and Master Recommendations report was completed and submitted on that date, following a review by the Chair of the Board's Finance and Administration Committee; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University hereby ratifies the Fiscal Year 2020 Efficiency Report and Master Recommendations report as submitted to the Chancellor of the Ohio Department of Higher Education on November 13, 2020, in accordance with Ohio Revised Code 381.550.

Trustee Perry then stated that the committee's final recommendation was approval of Henderson Hall HVAC and ADA improvements.

APPROVAL OF HENDERSON HALL HVAC AND ADA IMPROVEMENTS

Henderson Hall is the home of Kent State's outstanding College of Nursing, he said. The air handlers in Henderson Hall are original to its construction in 1978. The poor state of the existing equipment as well as the lack of modern automation controls make it increasingly difficult to maintain the serviceable condition of the units, impacting environmental conditions and comfort within the building. Additionally, a new universal restroom will be constructed to offer a gender-

inclusive and accessible facility to serve the occupants of the building. The university has budgeted \$1 million for this project with funds coming from the state capital allocation (HB 481). The project was reviewed and recommended for approval on the consent agenda.

Resolution 2020-71

APPROVAL OF HENDERSON HALL HVAC AND ADA IMPROVEMENTS

WHEREAS, the air handlers in Henderson Hall, home of the College of Nursing, are original to the 1978 building construction; and

WHEREAS, the air handlers and HVAC distribution are inefficient, antiquated and difficult to repair in a consistent manner; and

WHEREAS, the project will be phased and a strategic systems replacement plan will be developed to ensure reliability of indoor environmental conditions and realized energy efficiency; and

WHEREAS, this proposed project will construct a Universal Restroom in accordance with University Policy 3342-5-12.18 to provide a gender-inclusive and accessible restroom in Henderson Hall; and

WHEREAS, the design, bidding, and construction of this project will follow all state laws and regulations; and

WHEREAS, the total cost of this project is \$1 million, which is available from state capital appropriations (HB 481); now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to proceed with this project in accordance with University Policy 3342-7-04.

In addition to the action items presented above, the Finance and Administration Committee heard several information items. Investment Committee Chair Donald Mason gave the committee's report, including investment performance reports. The committee also received updates on recent revisions to selected administrative policies and other informational reports routinely provided to the Board for its review and consideration.

With that Trustee Perry concluded his report of the Finance and Administration Committee.

Chair Riley thanked Trustee Perry and asked whether any trustee wished to remove any of the resolutions from the consent agenda. Hearing no such request, the resolutions were added to the consent agenda by general consent.

At that point, Chair Riley called on President Diacon to present an additional item for the Board's consideration, which was the second offering of a Voluntary Separation Incentive Program (VSIP) and voluntary transition opportunity for full-time faculty.

APPROVAL OF VOLUNTARY FACULTY SEPARATION INCENTIVE PROGRAM

President Diacon noted that the Board had approved a Voluntary Separation Incentive Program for full-time faculty and staff as part of budget measures for FY 2021. While staff participation in the VSIP window, which closed as of June 30, 2020, was greater than projected, faculty participation was substantially less than projected in modeling for the program. In followup conversations with deans and faculty leadership, it was believed that the lower-than-anticipated participation by faculty (with 53 electing participation, compared to a projection of 95 faculty participants) was due to the timing of the offering in May. Faculty members were going off contract at that time, had already prepared their courses for the upcoming academic term, and were committed to seeing their graduate students through their coursework and exams. Based upon these discussions, it was recommended that the offering of a second VSIP window for full-time faculty in the Spring 2021 semester, with the same terms and conditions, would likely bring the university closer to the participation level forecasted. This would include continuation of the voluntary transition opportunity allowing faculty who retired to teach part-time up to three years, based on unit needs. President Diacon noted that the proposal was described in the Board materials and the resolution below.

Resolution 2020-72

**APPROVAL OF VOLUNTARY FACULTY SEPARATION
INCENTIVE PROGRAM**

WHEREAS, Kent State University is implementing a variety of budgetary measures to counter expected revenue reductions due to the impact of the COVID-19 pandemic; and

WHEREAS, the administration recommends the offering of a voluntary faculty separation incentive program along with a voluntary transitional opportunity, as approved by the Board of Trustees on June 3, 2020, for faculty who have three or more years of full-time service to Kent State University as of May 31, 2021; and

WHEREAS, the plan will give eligible faculty the option of taking advantage of a separation package while providing the university with greater flexibility to respond to current budgetary priorities; and

WHEREAS, neither part-time employees nor employees who have retired and were subsequently rehired are eligible for the plan; and

WHEREAS, the university will make payments to faculty who qualify and exercise the incentive during the six-month period beginning as early as June 1, 2021, if the employee is eligible and chooses to separate; and

WHEREAS, employees qualifying and electing the plan will separate from service with Kent State no later than August 21, 2021; and

WHEREAS, the plan is projected to result in significant cost savings overall; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University hereby authorizes the President to proceed with the implementation of the Voluntary Faculty Separation Incentive Program, to include a Voluntary Transitional Opportunity, as previously approved by the Board of Trustees on June 3, 2020.

Chair Riley asked if there were any objections to placing the resolution on the consent agenda. Hearing none, the resolution was placed on the consent agenda.

Chair Riley then asked for a motion to approve the consent agenda.

ACTION: Trustee Addicott moved, seconded by Trustee Womer Benjamin, that the motion be approved. There were no objections. The motion passed.

Chair Riley stated that the consent agenda was approved.

NEW BUSINESS

Chair Riley noted one item of New Business to come before the Board. The Board of Trustees annually reviews the University President's performance, consistent with mutually agreed upon goals for the year and the terms of his employment agreement. The Board of Trustees has completed its FY 2020 review of President Diacon and reported out the results as well as the following resolution for the Board's approval, memorializing this action.

ANNUAL REVIEW OF THE PRESIDENT

Trustee Riley shared that as the Board Chair, he had the opportunity to take the lead in conducting the President's review, commenting that he used the term "opportunity" intentionally as it was a genuine pleasure to conduct the review of Todd Diacon's first year as President of Kent State University. Trustees and members of the President's Cabinet confirmed that President Diacon has done an outstanding job under incredibly challenging circumstances, he said. Chair Riley further remarked that over the course of a few weeks, he spoke with all trustees and all Cabinet members and he heard over and over similar phrases. All spoke of Dr. Diacon as being the right leader for this particular moment, praised him for empowering people and having the confidence in them to allow them to do their jobs, and commending him for placing the university on a great path. Chair Riley said when he reported the outcome of those conversations,

and when the trustees evaluated President Diacon's performance, they collectively concluded he had earned the full amount of his performance incentive for fiscal year 2020.

Trustee Riley further noted that trustees concluded that they wanted President Diacon to continue in his leadership role. Under normal circumstances the Board would recommend a salary increase, particularly in light of his outstanding performance, he said. But under current circumstances and with the urging of President Diacon, trustees concluded no salary increase would be given at this time. In fact, President Diacon earlier had insisted that his base salary be reduced by the highest amount, 12.5%, in temporary salary reductions for FY 2021. Chair Riley noted that in that spirit, President Diacon had requested that his performance incentive earned also be reduced by 12.5% and that he and his wife have committed to donate \$25,000 to scholarships in theater and dance at Kent State University.

Resolution 2020-73

ANNUAL REVIEW OF THE PRESIDENT

WHEREAS, the Board of Trustees elected Todd A. Diacon as the 13th President of Kent State University, effective July 1, 2019; and

WHEREAS, the Board of Trustees conducts an annual review of the President to enable the Board and the President to establish mutually agreed-upon goals and priorities for the year, to support the President in strengthening his performance, and to inform the Board's annual decisions on compensation and other terms of presidential employment; and

WHEREAS, in reviewing President Diacon's 2019-2020 goals and accomplishments, the Board recognized Kent State University's progress in student retention and graduation, academic programs, research, institutional partnerships, stewardship of organizational resources, and protecting the campus community's health, safety and well-being since the onset of the global COVID-19 pandemic; and

WHEREAS, the Board commends President Diacon's outstanding, steady leadership in a time of great challenge and uncertainty, sharing the sentiment of many stakeholders consulted during the course of the review that he has been the right leader at the right time for Kent State; now, therefore,

BE IT RESOLVED, the Kent State University Board of Trustees has determined that President Diacon has earned the full amount of the annual performance incentive in his employment agreement effective April 29, 2019, and that his employment shall continue as previously authorized by the Board of Trustees with no increase in his permanent base salary for the 2020-21 year; and

BE IT FURTHER RESOLVED, the Board acknowledges that at the President's request his salary and the incentive payment are being reduced by 12.5% in keeping with the employee salary adjustment model, and commends President Diacon and his wife Moema Furtado for their generosity in donating \$25,000 for scholarships in theatre and dance.

He then thanked President Diacon for his outstanding leadership and asked him if he would like to share a few words.

President Diacon thanked Trustee Riley and stated he was humbled by this evaluation and even prouder of the accomplishments of Kent State. He expressed appreciation for the time, energy and experience trustees bring to the governance of Kent State, again citing their 100% participation in the university's Giving Tuesday campaign. He closed noting that this positive evaluation of him is really a positive evaluation of Kent State's faculty, staff, students and administrators, and he thanked all for their herculean efforts during an unprecedented year.

Chair Riley thanked President Diacon for his comments. He then asked for a motion to approve the resolution.

ACTION: Trustee Mason moved, seconded by Trustee Womer Benjamin, that the resolution be approved. There were no objections. The motion passed.

Chair Riley congratulated President Diacon and again thanked him for his outstanding leadership.

ADJOURNMENT

Chair Riley announced the next regular business meeting of the Board of Trustees was scheduled for Wednesday, March 10, 2021. Given the ongoing pandemic, the meeting likely will be held remotely, he said.

On motion duly made and approved, he declared the meeting was adjourned at 4:56 p.m.