TERRA STATE COMMUNITY COLLEGE
Fremont, OH 43420
BOARD OF TRUSTEES SPECIAL MEETING MINUTES
Wednesday, June 17, 2026
3:00 p.m. Boardroom B206

The Terra State Community College Board of Trustees met for a special meeting at 3:00 p.m. on Wednesday, June 17, 2026, in the Boardroom in the General Technologies Building on the Terra State Community College campus.

Board Members Present: Elaine Daugherty, Tim Ellenberger, Nick Gerber (Trustee Gerber attended by audio only, starting at 3:20 p.m.), Derek Gerstenberger, Chair Mircea Handru, Jodi Rucker, and Luke Sutter.

Board Members Absent: Dr. Jim Lahoski

Attorney General's Office Attorneys Regina Mendicino-Dwyer and Jacob Oetama-Paul attended virtually.

Call to Order

Chair Handru called the meeting to order at 3:00 p.m. Those in attendance recited the *Pledge of Allegiance*. The Mission, Vision, and Values were reviewed.

Oath of Office

Chairperson Handru welcomed Trustee Elaine Daugherty, who was appointed with an effective date of June 5, 2026, to fill the term beginning December 31, 2024, and ending December 30, 2030. He then administered the oath of office to Trustee Daugherty, who swore to faithfully discharge the duties of the office, as a member of the Terra State Community College Board of Trustees to which she has been appointed by Governor Mike DeWine for the term designated.

Changes or Additions to the Agenda*

There were no changes or additions to the agenda.

Public Commentary

Terra Faculty Association President Michelle White had requested public commentary. She thanked individual members of administration for their hard work in developing the Financial Recovery Plan and doing the difficult but necessary tasks that will keep the College moving forward. Professor White thanked Dr. Cory Stine for stepping in as interim president to provide much-needed stability and direction during this transition and the trustees for their genuine concern and willingness to dedicate their time and expertise in Terra's behalf. She added that many groups across the institution the College are invested in Terra's success, and we all share the same goal – that Terra State Community College remains strong and sustainable for our students and our community. In closing, Ms. White affirmed that faculty look forward to working alongside our colleagues and contributing wherever possible.

Consent Agenda* R-2026-53

Approval of Regular Board Meeting Minutes – May 27 and June 10, 2026

There were no additions, changes, or corrections to the meeting minutes from the May 27, 2026, Board of Trustees meeting or the June 10, 2026, Special Board of Trustees meeting.

Approval of Associate Degrees and Certificates

In summary, for the 57th class of Terra State graduates:

- 438 unique students were awarded a degree or certificate for AY26
- 319 students earned at least one degree or certificate

- 119 embedded certificate students only
- 237 unique associate degree students
- 315 unique certificate students
- 114 associate degree students received at least one certificate as well
- 260 embedded certificates were awarded

Trustee Rucker made a motion to approve the Consent Agenda. Trustee Gerstenberger seconded the motion. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 3:07 p.m.

Fiscal Watch Agenda

Treasurer's Report* **R-2026-54**

- The May financial monthly close report was delayed while the Finance Department worked on the financial recovery plan, and it will be emailed to the trustees when it is complete.

  Highlights:

  - Inflation Reduction Act – Energy Savings Rebate – the College is working with Forvis Mazar Accounting for up to 30% off the solar install fee. The credit application was made on May 15th, and payment of $1,053,000.00 is anticipated. Forvis Mazer reports that typical turnaround on submissions is two to three months.
  - Employee Retention Credit (ERC) – Our $2.7M submission is under official IRS review and the College is waiting for results. If we do not receive notice of an official decision by the date the FY25 audit is finalized by our state auditors, the State is requesting that we remove the receivable from our books, and that will date back to FY23.

    When the June 2026 books are closed, the College will immediately begin on the FY26 audit and will have FY25 and FY26 audits going on simultaneously. The FY26 audit deadline is October 15, 2026.
  - A high-level FY27 budget will be presented today, and Finance is working on the fund distribution by department.
  - The Finance Department will go live with the new enterprise resource planning (ERP) system, Colleague, July 1st.
- **Accounts Receivable (A/R) Aging Report** – A/R is $5,337,756, including the $2,513,433 sent to the Attorney General's (AG's) Office for collection.
- **Accounts Payable (A/P) Report –** A/P is $1,707,828; our over-90 days is at 23% and our over-60 days is at 52%.

Trustee Sutter made a motion to approve the Treasurer's Report as presented with a second by Trustee Ellenberger. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 3:16 p.m.

Then and Now Certificates* **R-2026-55**

The five Then and Now Certificates are for two vendors. The two Argent invoices are fees for managing our 2013 and 2022 bonds. Yoakam, LLC rendered marketing services for recruitment leading up into fall semester 2025 such as design work, arranging for commercials, writing website scripts, etc. They have done no work for us since October 2025 and our agreement with them is concluded.

Terra State Community College						
Appropriations Detail - Board of Trustees Meeting June 17, 2026, Appendix I						
FY26 Invoices received through June 16, 2026						
Department	Vendor	Amount	Inv Date	Inv ###	Prepared by	Comments
Finance	Argent - Bond	2,200.00	3/4/2026	78190	CFO	Bond - 2013
Finance	Argent - Bond	1,500.00	5/1/2026	82533	CFO	Bond - 2022
VPIS	Yoakam LLC	9,825.00	9/3/2025	2737	Exec Asst to President	Advertising and Marketing
VPIS	Yoakam LLC	7,887.50	10/6/2025	2751	Exec Asst to President	Advertising and Marketing
VPIS	Yoakam LLC	6,262.50	11/6/2025	2762	Exec Asst to President	Advertising and Marketing
Total of Then and Now		**27,675.00**				

Trustee Ellenberger made a motion to approve the Then and Now Certification of Appropriations Requiring Board Approval as recommended and described in SECTION I Appendix I and SECTION II, with the invoice date corrected to read "10/6/2025" for Yoakam LLC Invoice No. 2751, with a second by Trustee Rucker. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 3:19 p.m.

Approval and Monitoring of Monthly Levels of Expenditures

In Fiscal Watch, trustees are required to approve expenditures that were made for unbudgeted items and monitor total expenditures monthly. The trustees directed that what they would like to see in this section each meeting is what the College paid out during the prior month. The Accounts Payable Report should be included in the Treasurer's Report from now on and will be part of that approval. Secondly, the trustees requested an additional report at every board meeting monitoring what the College has paid for the report month, advising that a listing of anything that was paid out would satisfy the board. Third, the board requested that report for May's expenditures by the end of June. There was no motion for a request for board action at this meeting.

Approval of Financial Recovery Plan* **R-2026-56**

The final draft, which had significant reorganization based on the recommendation of the Ohio Department of Higher Education (ODHE), was sent to all trustees for review on June 12th. Minor grammatical changes were made since then, but no substantive modifications. Pending the approval of the trustees, the College will be ready to submit the plan to ODHE on June 18th, meeting the 90-day deadline. Pending the approval of ODHE, the plan will be forwarded to the Auditor of State (AOS) Office to use as their tool for their two visits to us: The Performance Audit team will be coming in late June or early July, and the Administrative Audit team are hosting their meeting on July 15th, and then they will be present on campus starting July 20th. The goal is that at the end of the three-year fiscal watch the College will achieve the Senate Bill 6 (SB6) Composite Score of 2.4. The financial recovery plan projects reaching a 2.7 if all else holds true. Dr. Stine clarified the consequences of failure to reach that score: OAC 126.3101 specifies that not achieving the score of 2.4 would trigger fiscal conservatorship. It is possible that a special intervention by ODHE might happen if we are close but not quite; the auditor's office could also weigh in on demonstration of significant progress, addressed our issues, got our audits submitted on time, there could be special consideration – but this should not be counted upon. We need to meet the score, and this is only one element; we need to meet all the criteria for the monthly reporting, quarterly reporting, and annual reporting. The three-year clock started on March 23, 2026, when fiscal watch status was declared.

The trustees directed that the 19 significant items noted by the State Auditor for FY24 be reported in an Executive Report at each meeting (on its own agenda item) listing the items and a schedule of when we expect those items to be cleared. A grid format showing the College's progress and what targets we have hit will allow the board to know that we are on track. Dr. Stine recommended a meeting with Jim Bennett

and Kelly Weir at the next Finance Committee meeting and ask for their guidance on how they would like us to share that information and let them suggest the format or frequency. Dr. Stine further recommended that when we get the FY25 audit back, that we add any new items of significance to the grid. And, the bigger grid that we have also has all of the required elements of Rule 126 because in addition to addressing the findings, we want to show that we are proactively and properly answering the requirements (as in our plan).

Trustee Rucker made a motion to approve the *Terra State Community College Financial Recovery Plan 2026* as presented and included in Appendix I and directs the interim president to submit it to the Ohio Department of Higher Education before June 21, 2026. Trustee Sutter seconded the motion. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 3:42 p.m.

Fiscal Year 2027 Preliminary Budget* **R-2026-57**

The model showing the FY27 budget was created by Plante Moran based off of the College's financial recovery plan. Notes: The State asked that we project a flat enrollment for purposes of estimating tuition revenue; we have to do other things to move the College forward. Our SSI is projected to stay the same as FY26. For operating expenses, we kept the figures the same as FY26 except for instructional, which reflects the 3% increase in the union agreement for the next two years. Our debt service and bond service will remain the same as FY26. We are negotiating with our food service provider, AVI Foodsystems, for a budget-neutral agreement. These projections result in a positive ending net position of $912,874.

The trustees directed that, after FY26 is closed out, the three columns to the right (Forecasted Annual FYE27, FYE28, and FYE29) be based off of the Actual FY26 rather than the forecasted figure for FY26. It would be helpful to add the date for the YTD Forecast column.

The trustees directed that the budget be on the board agenda quarterly, and on the Finance Committee monthly.

Trustee Rucker made a motion to accept the FY 2027 Preliminary College Budget as proposed, with a second by Trustee Gerstenberger. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:05 p.m.

President's Report

This month the College has focused on financial recovery plan preparation, financial modeling, and positioning the College for required external reviews this summer and fall. Terra State will be consulting with several representatives from the Ohio Auditor of State's (AOS) office in the coming months. These representatives will help us to identify deficiencies and assist in our efforts to bring existing financial accounting and reporting systems into compliance. The work will begin in late June and continue through August 2026. The Auditor's Office emphasizes that the purpose of this work is not to penalize the College for past practices, but to assist us in strengthening operations moving forward.

We did receive confirmation from the US Department of Education that the College has been placed on provisional status for five years for Title IV funding: We are permitted to award Pell grants, direct student loans, Federal work study, Department of Veterans Affairs, etc., but the College will be under additional scrutiny and will not be able to offer Federal Financial Aid for new programs or certificates. We will share this reportable event with HLC and the State.

Board Information

Enrollment and Enrollment Revenue Reports

Summer 2026 is down, but we have two more summer terms and enrollment efforts are ongoing. Fall 2026 enrollment is slightly behind; CCP rosters from the K-12's must be verified prior to enrolling the students, and the Enrollment Department is working through them.

Summer 2026

Historical Comparison (Reported 6/18/2025)				
Year	Headcount	% change	FTE	% change
Summer 2026	480	-17.0%	87.13	-9.2%
Summer 2025	578	-10.8%	95.96	-11.5%

Fall 2026

Historical Comparison (Reported 6/18/2025)				
Year	Headcount	% change	FTE	% change
Fall 2026	1185	-15.2%	316.30	-14.0%
Fall 2025	1398	15.1%	367.81	3.8%

Facility Management Maintenance Schedule Report

The Facilities Report included information on completed projects: The solar field began operation October 2025; Stat Hub Phase II (Engineering and Skilled Trades building); Electric Vehicle (EV) Charger – two stations, four chargers were installed near the Maintenance Building; repaving project – 98% complete; sports court repainting scheduled for June 15th. Capital projects in process: Building B Elevator, scheduled for completion in August 2026; Campus Safety Grant for Cameras – 90% complete, with cameras being installed at Landings parking lot and campus driving pad, and cameras connected to existing system installed with the 2025 Campus Safety Grant funds. Upcoming projects and/or awaiting State Capital Funding: Building B roof – initially planned for replacement in summer 2026 – due to cost increases, the College is requesting additional State capital funds for 2027; Academic Learning Lab – postponed until May 2027 due to Fiscal Watch request for Board approval and various State approvals; Campus Safety Grant – additional exterior cameras; main drive, Parking Lot B and Sports Court area; Building A boiler replacement; Building E fire alarm replacement; and masonry renovations on Buildings B, C and D.

Programs and savings: Inflation Reduction Act – Energy Savings Rebate – the College is working with Forvis Mazar Accounting for up to 30 percent off the solar install fee. The credit application was made on May 15th, and payment of $1,053,000.00 is anticipated within six months. The College achieved 100 percent performance during March curtailment test and expect an estimated payment of $14,171.66 through the NRG – Energy Curtailment Program. The College has also achieved significant electric savings from solar and HVAC setback, as well as natural gas savings.

Requests for Board Action

Approval of Terra State Community College Campus Completion Plan R-2026-58

The trustees reviewed the Campus Completion Plan, which was originally mandated under Section 3345.81 of the ORC in 2013 to develop and implement a systemic improvement plan for institution-wide policy that reaches the departmental and classroom level to effect continuing change for direct impact on student persistence and completion. This strategic completion plan must be updated every two years, adopted by the institution's Board of Trustees, and sent to the Chancellor by June 30th.

Trustee Sutter made a motion that the Terra State Community College Board of Trustees approves the enclosed Campus Completion Plan for 2026-2028. Trustee Daugherty seconded the motion. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:31 p.m.

Approval of Curriculum Changes* R-2026-59

In compliance with Ohio Revised Code 3345.457, the 136th General Assembly's House Bill 96 legislation, which integrates the Board's review and approval prior to submission to the Ohio Department

of Higher Education and the Higher Learning Commission, the Terra State Community College Curriculum Committee submitted the curriculum changes requested for the courses listed below and enumerated on the included Appendix A for Board approval:

ENG 2630	Non-Western Literature
HIT 2570	Quality Management & Leadership in Healthcare
PLS 1000	American Government
PLS 1010	American Civic Literacy

Trustee Ellenberger made a motion to approve the curricular changes on the included Appendix A (for the courses listed above) and to direct the College to submit them to the Ohio Department of Higher Education and the Higher Learning commission. Trustee Rucker seconded the motion. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:39 p.m.

Executive Session* **R-2026-60**

Trustee Ellenberger made a motion pursuant to Ohio Revised Code Section 121.22 to enter into Executive Session to consider personnel, specifically, appointment/employment of a public employee. Trustee Rucker seconded the motion. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:33 p.m.

Return from Executive Session* **R-2026-61**

Trustee Rucker made a motion to return to Public Session with a second by Trustee Sutter. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:56 p.m.

Appointment of Interim President* **R-2026-62**

Trustee Rucker made a motion to appoint Dr. Chad Breeden as the position of interim president for Terra State Community College, effective July 20, 2026, and approve his employment contract, with a second by Trustee Sutter. Roll call was taken. Voting *aye* were Trustees Daugherty, Ellenberger, Gerber (audio only), Gerstenberger, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:57 p.m.

Chair Handru introduced Dr. Chad Breeden to those present, noting that he currently serves as the vice president of operations for the United States Naval Community College. He brings extensive experience in higher education, leadership, governance, strategic planning, and partnership development. Dr. Breeden holds a doctorate in community college leadership and has served as a university trustee, providing valuable experience from the administrative and governance perspectives. The Board of Trustees was impressed by his focus on financial stewardship, enrollment growth, academic excellence, and community engagement. The trustees welcomed Dr. Breeden to Terra State and his family to our Titan family.

Adjournment **R-2026-63**

Trustee Daugherty made a motion to adjourn with a second by Trustee Ellenberger. As there was no other business to discuss, the Board Chair called for a vote, and all responded “Aye”. Chairperson Handru declared the meeting adjourned at 5:00 p.m.

**Indicates agenda items requiring a motion and a vote*