

**MINUTES**  
**Central State University**  
**Board of Trustees Special Meeting**  
**Virtual via Microsoft Teams**  
**January 9, 2026 – 2:00 p.m.**

Notice having been given in accordance with the Board of Trustees amended Code of Regulations, the following members met virtually on January 9, 2026, for a special meeting. The purposes of the meeting were to discuss a review of academic policy, enrollment, fiscal controls and a real estate appraisal. The meeting was open to the public and trustees attended virtually in compliance with O.R.C. 121.22.

**CALL TO ORDER**

Trustee Gamblin called the meeting to order at 2:10 p.m.

Ms. Whatley called the roll and a quorum was announced (*six voting trustees*).

**Voting Trustees**

Jacqueline Y. Gamblin, Chair	Present (virtual)
Natalia S. Harris, Vice Chair	Present (virtual)
Richard C. Perry, Secretary	Present (virtual)
Jason R. Manns	Present (virtual)
Linda D. Matthews	Absent
Shon P. Anderson	Present (virtual)
James L. Ervin, Jr.	Present (virtual)
Ervan D. Rodgers, II	Absent

**Student Trustee**

Asia T. Brown	Present (virtual)
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Others present were members of the administration including Morakinyo Kuti, Arcola Whatley, Amy Hobbs and Rebecca Kocher.

**APPROVAL OF AGENDA**

Trustee Gamblin stated that the trustees should have had a chance to review the agenda on the Board’s portal and based on the meeting being virtual, there will be a roll call vote for all motions and approvals. Trustee Ervin moved to approve the agenda as presented and seconded by Trustee Harris. Ms. Whatley conducted a roll call vote to approve the agenda with the following results: Voting “yes” – Jacqueline Y. Gamblin, Natalia S. Harris, Richard C. Perry, Shon P. Anderson and James L. Ervin, Jr. The motion carried with five affirmative votes.

**NEW BUSINESS**

President Kuti presented an update on the Spring 2026 student enrollment and asked Dr. Hobbs to share the data. Dr. Hobbs presented a comparison of enrollment for traditional students by student type for spring 2025 and spring 2026. President Kuti noted that the university’s enrollment data is improved over last year and if the current trend continues, enrollment and the projected budget should be on track. Dr. Hobbs commented that the university received a \$400,000 scholarship allotment from UNCF and an outreach campaign has been created to notify all students who are eligible. Each student may receive up to \$2,500 and the scholarship campaign will help to reach the final enrollment goal for the spring semester. Trustee Harris asked that the university update the board on enrollment numbers at the February regular meeting. Trustee Anderson asked for a review of the process when a student is unenrolled for non-payment and the associated timeline. Dr. Hobbs responded that prior to moving into the residence halls, students must demonstrate that they have completed the enrollment

clearance process, fully packaged their spring financial aid and applied it on their accounts. Students must establish a payment plan or pay the balance between the financial aid and the full charges for the semester. Students who cannot demonstrate this will not be allowed to move into the residence halls and will be unenrolled. The same process will be performed in the first week of classes for students who are not residential students.

Ms. Kathleen Madden, Director, Department of Administrative Services (“DAS”), presented actions that President Kuti has taken to realign the university regarding its recent fiscal watch condition. She noted that a hiring freeze was put into effect on December 18 which affects all university departments. In addition, earlier this week fiscal controls in terms of spending were issued to department heads to get a handle on a number of items such as outstanding student balances and outstanding balances to vendors and to give a better picture of the landscape facing Central State through the end of the fiscal year. DAS is also looking at the resources available to the university and evaluating Central State’s portfolio to see if there is any opportunity to either generate revenue or find real estate or other holdings that may be leveraged. Director Madden commented that she appreciates the opportunity to work alongside of President Kuti and his leadership team, and everyone is laser focused on right sizing the university and addressing the issues this fiscal year. Trustee Gamblin stated that the board appreciates the support and added that it is laser focused on ensuring the university puts the proper fiscal controls in place.

Trustee Gamblin asked for a comment on a recent article regarding the university’s water and sewer issues with the City of Xenia. Ms. Rebecca Kocher, Vice President for Institutional Advancement, stated that for the board’s awareness and public record, the university believes it is current with its utility payments to the City of Xenia as of December 22, 2025. On this date, the university paid \$71,407 which was the amount reflected as due on the December invoice. On December 23, the city informed the university that a credit had been applied to the university’s account in error, thereby creating a revised balance due. After accounting for the erroneous credit, the university’s records reflected a total outstanding balance of approximately \$263,000 and not the approximate \$311,000 reported publicly. The January invoices are currently on the university’s priority payment list for immediate review. Importantly, the university has continued to work cooperatively with the City of Xenia. To resolve the account reconciliation and develop a longer-term solution, DAS has offered to meet with Xenia leadership in person on January 22, 2026. The leadership will ensure that the board has an accurate understanding of the facts as discussions continue.

**EXECUTIVE SESSION**

At 2:25 p.m., Trustee Gamblin announced that in keeping with the provisions of the state’s “sunshine law” and Amended Section 121.22 of the Ohio Revised Code, the board members will meet in an executive session. Trustee Harris moved to enter into executive session for the purpose of discussing ORC 121.22(G)(1) personnel and ORC 121.22(G)(3) litigation. The motion was seconded by Trustee Ervin.

Ms. Whatley conducted a roll call vote to adjourn into executive session with the following results: Voting “yes” – Jacqueline Y. Gamblin, Natalia S. Harris, Richard C. Perry, Jason R. Manns, Shon P. Anderson and James L. Ervin, Jr. The motion was unanimously approved with six affirmative votes.

The regular meeting was recessed, and the members moved into executive session. Trustee Gamblin reconvened the regular meeting at 3:23 p.m. No action within executive session was taken.

**DISCUSSION AND PRESENTATION OF RESOLUTIONS**

Ms. Whatley read aloud the following resolutions.

**RESOLUTION 2026-01**

**APPROVAL OF AMENDMENTS TO THE 2025-2026 CENTRAL STATE UNIVERSITY FACULTY RETRENCHMENT POLICY**

WHEREAS, section 3345.454 of the Ohio Revised Code and the Advance Ohio Higher Education Act (SB1) require state-institutions of higher education to implement a Faculty Retrenchment policy; and

WHEREAS, the University recognizes its obligation to maintain a high-quality academic program that supports its mission of teaching, research, and service; and

WHEREAS, the University previously passed resolution 2025-57, approving the University Faculty Retrenchment Policy; and

WHEREAS, it is necessary for the effective governance of the University that the Faculty Retrenchment policy be amended as set forth on the following page, and is updated and adopted every five years **from the date of adoption;**

NOW, THEREFORE, BE IT RESOLVED that Central State University Board of Trustees approves the Central State University Faculty Retrenchment policy. (See Attachment A.)

Trustee Ervin moved to approve the above resolution and Trustee Perry seconded the motion. Trustee Harris stated that relative to the discussion, she suggested to add the language to paragraph four of the resolution: “from the date of adoption” and the wording should also be added to the policy. Trustee Ervin moved to approve the amended resolution and Trustee Perry seconded. Ms. Whatley conducted a roll call vote to approve the amended resolution with the following results: Voting “yes” – Jacqueline Y. Gamblin, Natalia S. Harris, Richard C. Perry, Jason R. Manns, and James L. Ervin, Jr. The motion passed with five affirmative votes.

**RESOLUTION 2026-02**

**APPROVAL OF AMENDED 2025-2026 CENTRAL STATE UNIVERSITY AMERICAN CIVIC LITERACY COURSE DEVELOPMENT PLAN**

WHEREAS, section 3345.382 of the Ohio Revised Code requires state-institutions of higher education to submit a plan to offer a course in American Civic Literacy; and

WHEREAS, the Central State University Senate will implement the American Civic Literacy Course Development plan; and

WHEREAS, the Student Success Committee concurs with the recommendation of the proposed plan; and

WHEREAS, the Board of Trustees previously approved an American Civic Literacy Course Plan at the September 12, 2025 Board of Trustees meeting; and

WHEREAS, the University desires to amend the American Civic Literacy Course Plan in accordance with guidance received from the Ohio Department of Higher Education.

NOW THEREFORE, BE IT RESOLVED that Central State University Board of Trustees approves the amended Central State University American Civic Literacy Course Plan. (See Attachment B.)

Trustee Ervin moved to approve the above resolution and Trustee Harris seconded. Ms. Whatley conducted a roll call vote to approve the amended resolution with the following results: Voting “yes” –

Jacqueline Y. Gamblin, Natalia S. Harris, Richard C. Perry, Jason R. Manns, and James L. Ervin, Jr. The motion passed with five affirmative votes.

**ADJOURNMENT**

Trustee Gamblin noted that the next board meeting will be held on February 5 and 6, 2026.

Trustee Harris moved to adjourn the meeting at 3:29 p.m. The motion was seconded by Trustee Perry and unanimously approved.

**POLICY 109**

**FACULTY RETRENCHMENT POLICY**

**A. Purpose**

This policy ensures compliance with the requirements of section 3345.454 of the Ohio Revised Code, which mandates that each state institution of higher education develop a policy for faculty retrenchment and establishes Central State University's ("University") policy and procedures for faculty retrenchment.

**B. Scope**

This policy applies to all full-time faculty members directly compensated by the University across all university campuses and academic units, including but not limited to, tenured faculty and non-tenured faculty. The University shall not bargain retrenchment policies except as required by section 3345.456 of the Revised Code.

**C. Definitions**

Retrenchment: as defined in section 3345.454 of the Revised Code, means process by which a state institution of higher education reduces programs or services, thus resulting in a temporary suspension or permanent separation of one or more institution faculty, to account for a reduction in student population or overall funding, a change to institutional mission or programs, or other fiscal pressure or emergencies facing the institutions.

Financial Exigency: financial impacts that threaten the University's (e.g. college, department, or program's) ability to maintain its operations at an acceptable level of quality.

**D. Grounds for Retrenchment**

The University will determine if retrenchment is necessary based on one or more of the circumstances listed below in the sole discretion of the University:

1. A reduction in student population/enrollment or student credit hours or graduation rates, or decrease in student to faculty ratio, or major, or any single factor or any combination thereof;
2. A reduction in overall funding;
3. A financial exigency;
4. Modification, elimination, suspension, or reorganization of a college, department, program or major that reduces the need for faculty members (including the discontinuation of a degree program);

**E. Retrenchment Procedures**

1. Notice. If the University determines that retrenchment is necessary, the University will provide written notification to any full-time faculty member who is to be retrenched and to the Central State AAUP chapter representative. Written notice must be provided no later than thirty (30)

calendar days before the conclusion of the Academic year. The written notice must include the reason for the retrenchment and the effective date of retrenchment. Circumstances leading to the decision to retrench shall be shared by the administration to the campus community prior to the faculty receiving retrenchment notice.

2. Identification of Impacted Faculty Members. If retrenchment will not impact all faculty in a given college, department and/or unit, the University will determine which faculty should be maintained to meet programmatic, curricular and institutional needs. There is no priority based on faculty classification, seniority and/or rank. The University may retain specific faculty members regardless of appointment type, rank, or seniority.

Considerations on which faculty will be maintained may include but are not limited to:

- a. Having specialized credentials necessary to perform the assigned responsibilities and/or teach a course or courses essential to the designated degree program(s).
  - b. Having expertise in a scholarly area that is necessary to perform the assigned responsibilities and/or teach a course or courses essential to designated degree program(s).
  - c. Having demonstrated competence that is necessary for the continued accreditation of the degree program.
3. Discontinuation of a Degree Program. When a degree program is discontinued, decisions regarding faculty workload and staffing for remaining course offerings will be based on curricular needs, faculty qualifications, enrollment patterns, and the overall funding and resource needs of the department and college. Final decisions regarding faculty assignments and staffing levels remain at the discretion of the University, based on academic, financial and operational needs of the university.
  4. Continuation of Pay. Impacted faculty members will receive their salary and benefits for the academic semester in which the notice of separation is delivered. Pay shall continue on the normal University payroll schedule.
  5. Situations requiring reallocation of University resources;
  6. Any action by the Ohio department of higher education or Ohio general assembly which results in the need for the University to implement retrenchment.

The University remains committed to academic freedom and non-discrimination. Retrenchment shall not be used as a means of endangering academic freedom or engaging in discrimination.

#### **F. Additional Considerations**

Nothing in this policy limits the University's obligations under division (C) of section 3345.454 of the Revised Code to eliminate undergraduate degree programs that average fewer than five degrees annually over any three-year period, unless the chancellor grants a waiver.

**G. Policy Review**

This policy will be reviewed every five years from the date of adoption.

**H. Effective Date**

This policy is effective as of the date of adoption by the University and shall remain in effect until revised or superseded.



**AMERICAN CIVIC LITERACY  
PLAN REQUEST FOR APPROVAL**

State institutions of higher education shall develop a plan, approved by the institution’s board of trustees, to offer a course in American civic literacy pursuant to [ORC Section 3345.382](#). Submit this form, along with supporting documents, to [SB1@highered.ohio.gov](mailto:SB1@highered.ohio.gov).

The course shall comply with the criteria, policies, and procedures established under [ORC Section 3333.16](#). For approval of an American civic literacy course, complete the American Civic Literacy Course Request for Approval form.

**OVERVIEW**

**Name of Institution of Higher Education:**

Central State University

**Date of Submission:**

September 15, 2025 & January 9, 2026

**Primary Institutional Contact for This Request:**

Name	Dr. Amy Hobbs Harris
Title	Provost and VP of Academic Affairs
Phone number	937-376-6431
E-mail	ahobbs@centralstate.edu

**Date the institution’s Board of Trustees adopted the plan (attach the resolution as an appendix):**

September 12, 2025 & January 9, 2026

**SECTION 1: CURRICULUM**

**1.1** Describe where the American civic literacy designated course(s) fits into the curricula (i.e., general education required course, general education optional course, major required course, elective course, etc.).

For example,

- 1) Business majors - required general education course.
- 2) Political science majors - required major course.
- 3) Engineering majors - choose from a list of American civic literacy designated courses to meet an elective requirement for the program.
- 4) For all majors – elective course.

**All majors will choose from an elective list of courses designated to meet the civic literacy requirement.**

## SECTION 2: STUDENT SUCCESS

**2.1** Provide a plan for students that do not pass the cumulative final examination at the conclusion of the course that assesses student proficiency of the documents listed in division (B) of [ORC Section 3345.382](#), if applicable.

Students who do not receive a grade of “D” or better on the cumulative final exam, and who have completed all course requirements and have a passing grade of 75% or better prior to the exam, may receive an “Incomplete.” Students will retain access to the course in the course management system and have 6 weeks in the next semester to retake the exam. Successful completion of the cumulative final exam will result in a change of grade. Students who do not pass the cumulative final exam, with a grade of “D” or better, during this time will receive a failing grade and must retake the course in order to receive Civic Literacy credit on the student transcript.

## SECTION 3: APPLICABILITY

**3.1** Describe how the institution will ensure students who graduate with a bachelor’s degree in the spring semester of the 2029-2030 academic year, and after, will meet the requirements to complete the course, if applicable.

The Central State University American Civic Literacy Course Plan provides that all undergraduate CSU students who graduate in the spring semester of the 2029-2030 academic year and beyond will complete a course which will include a study of the American economic system and capitalism.

Students who graduate in the spring semester of the 2029-2030 academic year and beyond must complete one course designated as a civics literacy course as part of their curriculum for a bachelor’s degree. New designated courses will begin to be offered no later than the spring semester of 2028.

A “Civic Literacy” requirement will be placed in the institution’s degree auditing software, Degree Works. All students who graduate in Spring of AY 2029-30 or later will be required to fulfill the civic literacy requirement through one of the elective courses.

The course will not be fewer than three credit hours and shall comply with the criteria, policies, and procedures established under section 3333.16 of the Ohio Revised Code.

Students in all academic programs will choose from a list of American civic literacy designated courses to meet the elective requirement of their degree program or general education.

All courses designated as civic literacy courses shall, at a minimum, require each student to read all the following:

- (1) The entire Constitution of the United States.
- (2) The entire Declaration of Independence.
- (3) A minimum of five essays in their entirety from the Federalist Papers. The essays shall be selected by the department chair.
- (4) The entire Emancipation Proclamation.
- (5) The entire Gettysburg Address.
- (6) The entire Letter from Birmingham Jail written by Dr. Martin Luther King Jr.
- (7) The writings of Adam Smith, including a study of the principles written in The Wealth of Nations.

A designated course may be offered under the college credit plus program established under Chapter 3365.

The designated course shall require a student to pass a cumulative final examination at the conclusion of the course that assesses student proficiency about the documents described in divisions (B)(1) to (7) of ORC 3345.382 to pass the course.

#### **SECTION 4: EXEMPTION**

**4.1** Pursuant to ORC 3345.382, the boards of trustees of each institution of higher education shall adopt a resolution specifying the conditions under which the state institution's president or designee may exempt a student under division (D)(3) of this section. Attach the resolution as an appendix, if applicable.

The president of Central State University, or the president's designee, may exempt a student from the requirement to complete a course described above, if the president or designee determines that the student has completed at least one of the following:

- (1) A course offered under the college credit plus program established under Chapter 3365 of the Revised Code that satisfies the content requirements described above pursuant to division (B) of ORC 3345.382 and is approved by the chancellor.
- (2) An advanced placement course and examination that satisfy the content requirements described above pursuant to division (B) of ORC 3345.382 and are approved by the chancellor, and the student receives a score of three or higher on that examination.
- (3) At least three credit hours, or the equivalent, in a course in the subject area of American history or American government which includes the study of the documents described in divisions (B)(1) to (7) of ORC 3345.382. This option does not apply after the 2030-2031 academic year.

Students who have completed a civic literacy course elsewhere may petition to have the course substituted for one of the elective civic literacy courses. The process follows the institution's course waiver policy. The chair of the department will review the course syllabus to determine if the course meets the state requirements for an

exemption outlined in ORC 3345.382 and make a recommendation. The recommendation is submitted with evidence that the student has read the required texts and passed the final exam. The recommendation is reviewed by the dean and the provost. The provost's decision, as the president's designee, is final.

#### **SECTION 5: VERIFICATION AND SIGNATURE**

Central State University verifies that the information provided is truthful and accurate.

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Morakinyo A.O. Kuti, Ph.D. University President