

Received: 3/13/2026 @ 5:10pm



**WARN ACT NOTICE**

March 13, 2026

**VIA EMAIL**

([rapdresp@jfs.ohio.gov](mailto:rapdresp@jfs.ohio.gov))

Matt Damschroder, Director  
Ohio Department of Job and Family Services

Dear Mr. Damschroder:

We are writing to inform you that as announced to students, faculty, and staff on February 11, 2026, Lourdes University, 6832 Convent Boulevard, Sylvania, Ohio 43560, will permanently close.

As required by the Federal Worker Adjustment and Retraining Notification (WARN) Act of 1988 and the Ohio Worker Adjustment and Retraining Notification Act (Ohio Revised Code §4113.31), this letter serves to provide advance notice of the University's permanent closure. We have already notified the Ohio Department of Job & Family Services and will provide a copy of this notification to the Sylvania Mayor and the Lucas County Commissioners.

The University is closing due to significantly decreased student enrollment and rising costs. In reaching this decision, the Board of Trustees and the University's sponsor and largest donor, the Sisters of St. Francis, considered the University's finances, fundraising capability, enrollment trends, academic programs, as well as alternatives to closure, but there was no path to continued viability.

Employee separations in connection with the permanent closing of the University are expected to begin on May 15, 2026. Employee terminations will also occur on June 30, August 11, August 28, August 31, and September 30. There are no bumping rights at this location, and no union representation. We have already notified employees of their specific end date. We have also provided information on unemployment compensation and job placement services available from the Lucas County Workforce Development office as well as from a private company.

We are also providing a list of the job titles of the impacted positions and the number of affected employees in each job classification, along with the requested contact information for each affected employee. A copy of the notice provided to the impacted employees is also attached, along with the ODJFS Form.

For further information, please contact Colleen Sullivan, Director of Human Resources,  
(419) [824-3728](tel:824-3728)/[csullivan@lourdes.edu](mailto:csullivan@lourdes.edu).

Sincerely,



Colleen Sullivan  
Director of Human Resources

<b>Job Titles of Affected Positions</b>	<b>Number of Employees</b>
Academic Skills Coordinator	2
Accessibility Coordinator	1
Adjunct Professor	106
Administrative Assistant	4
Admissions Counselor	2
Advancement Services Coordinator	1
Advisor	1
Alumni Relations Officer	1
Assessment Consultant	1
Assistant Coach	10
Assistant Director of Advising and Retention	1
Assistant Director of Nurse Anesthesia Program	1
Assistant Director of Advising and Retention	1
Assistant Professor	26
Associate Dean of Students and Director of Res Life	1
Associate Director of Financial Aid	1
Associate Director of Graduate Admissions	1
Assistant Coordinator, Like Me Education Program	1
Campus Minister & Res Life Coordinator	1
Clinical Coordinator	1
Clinical TA	26
Coordinator - Athletics Facilities	1
Coordinator - ED Field Experience	1
Coordinator - Like Me Program	1
Dean	3
Director	12
Donor Relations Coordinator	1
Esports Coach	1
Executive Assistant to the President and Provost	1
Federal Work Study - Student Worker	31
Financial Aid Counselor	1
Financial Analyst	2
Financial Analyst - Contingent	1
Grants & Compliance Officer	1

Graphic Design and Marketing Assistant	1
Half Time Instructor - Nursing	1
Head Coach	14
HLC Consultant	1
Human Resources Generalist	1
Instructor	7
Interim FC Director	1
Lab TA	19
Library Coordinator	1
Life Long Learning Assistant	1
Multimedia Design Manager	1
Professor	5
Provost and VP of Academic Affairs	1
Quarter Time Faculty	1
Records & Data Specialist	1
Registrar	1
Retail Store Manager	1
Retention and Testing Specialist	1
Scheduler and Administrative Coordinator	1
Science Lab Manager	1
Student Accounts - Collections	1
Student Accounts Specialist	1
Student Success Coach	1
Student Worker	49
Temporary Accountant	1
TRIO	1
Tutor	21
University Nurse	1
Vice President	3
	387