



COLUMBUS STATE COMMUNITY COLLEGE
550 East Spring Street
Columbus, Ohio 43216

550 East Spring Street
P.O. Box 1609
Columbus, Ohio 43216-1609
614/287-2400

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, January 27, 2011
Pete Grimes Board Room

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College was held on Thursday, January 27, 2011, in the Board Room of Franklin Hall. The meeting was called to order by Chairperson William Dolan at 6:08 p.m.

ROLL CALL:

Present: Mr. William Dolan, Chair
Ms. Poe Timmons, Vice-Chair
Ms. Lynne Bowman
Mr. Michael Flowers
Ms. Anne Lopez-Walton
Dr. Richard Owens
Ms. Dianne Radigan

Absent: Mr. Richard Rosen

CERTIFICATION OF COMPLIANCE:

President Harrison advised that the record should show that notice of this meeting has been given in accordance with the provisions of Section 121.22 (F) of the Ohio Revised Code.

MINUTES:

Member Bowman moved, Member Timmons seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, November 18, 2010, be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton, Owens,
Radigan
NAYS: None

CONSENT AGENDA:

The consent agenda included the following items:

- (1) Allocating Net Income for the Fiscal Year Ended June 30, 2010
- (2) Full-time Temporary Positions Converted to Full-time Positions
- (3) Full-time Position (1)
- (4) Property Acquisition – 145-149 Cleveland Avenue
- (5) Disposition of Real Property
- (6) Personnel Information Items

Member Radigan moved, Member Owens seconded that the Board of Trustees:

- (1) Approves the allocation of general fund net income realized for the period ending June 30, 2010, as follows:

Semester Conversion	\$ 1,500,000
Scholarships and Student Support	5,000,000
Budget/Tuition Stabilization	<u>4,336,488</u>
TOTAL	\$10,836,488

Allocating Net Income for the Fiscal Year Ended June 30, 2010.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

Member Owens moved, Member Flowers seconded that the Board of Trustees:

- (2&3) Approves 18 temporary positions as full-time positions and one new full-time position.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

Member Timmons moved, Member Owens seconded that the Board of Trustees:

- (4) Approves the purchase of property at 145-149 Cleveland Avenue and authorize the President to execute the final purchase provided all contractual contingencies are satisfactorily met from the Capital Improvements and Land Acquisition account.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

Member Timmons moved, Member Owens seconded that the Board of Trustees:

- (5&6) Approves the disposition of real property, in fee simple, to the City of Columbus a Parcel totaling .026 acres of Columbus State property and Personnel Information Items.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

AUDITOR'S REPORT

Member Timmons moved, Member Radigan seconded, that the Board of Trustees accepts, as presented, the reports of the Independent Auditors on the Financial Statements as of June 30, 2010, of the College and the Development Foundation as prepared by Parms & Company, LLC.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

REVISED OPERATING BUDGET FOR FY-2011

Member Bowman moved, Member Radigan seconded, that the Board of Trustees approve the Revised Operating Budget for Fiscal Year 2011 for the College's general fund and the auxiliary fund programs, attached hereto as Exhibits "A" and "B" respectively.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan

NAYS: None

FINANCIAL STATEMENTS AS OF DECEMBER 31, 2010

Member Timmons moved, Member Lopez-Walton seconded, that the Financial Statements as of December 31, 2010, be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan
NAYS: None

PRESIDENT'S REPORT:

Dr. David Harrison, President, reported on the following items:

- (1) Employee of the Month for December 2010 and January 2011 are Susan Kizer, Teaching Assistant, Biology and Candice Spangler, Program Coordinator, Curriculum Development respectively.
- (2) Enrollment Update – 29,600 up a little less than 4% from winter quarter last year.
- (3) Partnership Activities
 - Otterbein University – working towards a shared agreement that takes articulation agreements a step further. Discussions are being held on a possible business incubator and a small business development center.
 - The Ohio State University – a couple different pathways are being worked on with OSU, as well as a lot of different conversations going on with individual colleges within OSU.
 - Ohio Wesleyan University – Dr. Rogers, Dr. Cooley and Dr. Harrison met with President Jones and his executive team to begin mapping out what a partnership might look like. Dr. Jones wants to jump-start 6-8 students that are ready to graduate and will find scholarship money for them to attend Ohio Wesleyan prior to Autumn Quarter 2012.
 - Metro Management Group and Learn 4 Life – Dr. Harrison is involved with both organizations along with OSU and others and foresees a unique opportunity for Columbus State to be involved.
- (4) CSCC Men's Basketball Team is now ranked 8th in the country and first in our conference. Coach Carlisle won his 100th game early in his 5th season. Most importantly, the teams' GPA has set a record for this fall with a 3.1. Coach Carlisle has a mandatory study table prior to each practice.
- (5) Lady Cougars are 10 and 11 and two of their players had a perfect 4.0 for fall quarter. We are equally proud of their work.

- (6) Columbus State has the honor of kicking off the festivities for the City of Columbus, Martin Luther King celebration. Dr. Cornel West was the speaker this year at Columbus State and OSU. We had a week of events which included film series, musical performances and then culminated with the public breakfast held at the downtown Convention Center on the following Monday.
- (7) We have signed on to the 2 by 2012 Initiative which is tied to the city's bicentennial. We have a lot of employees that bike now to work and hope to connect to some of the pathways being developed, this is an important part of our work going forward.
- (8) Introduced Will Kopp to give a run down of the inauguration week activities.
- Community Service Project (Read-in)
 - Delaware Community Breakfast
 - Columbus State Band Concert
 - Appreciation Luncheon with the President
 - Department Showcases
 - Inauguration Ceremony (2:00 p.m.)
 - Inauguration Reception (4:30-6:30 p.m.)
 - Open House at the Harrison's home
- (9) Think Again Scholarship

Martin Maliwesky gave an update on the statistics of the Think Again Scholarship awardees:

- Enrolled for more credits than non-recipients every quarter.
- Were retained quarter-to-quarter at a higher rate than non-recipients every quarter.
- Were retained annually at a higher rate than non-recipients each year.
- Exceeded non-recipient USO 15 and 30 credit hour attainment measures every quarter.
- Were retained at a higher rate than non-recipients of the same age every quarter.

Two students attended and gave their testimonials for the Think Again Scholarship:

- Ms. Kristen Maurice, Nursing Major
- Ms. Edie Charles, Paralegal Studies Major

OLD BUSINESS:

There were no items to bring to the Board.

NEW BUSINESS:

There were no items to bring to the Board.

ANNUAL REORGANIZATION OF THE BOARD

ELECTION OF OFFICERS FOR 2011

The nominating Committee has recommended the following slate of officers for 2011:

For Chair	Ms. Poe Timmons
For Vice-Chairperson	Dr. Richard Owens
For Secretary	Dr. David Harrison
For Treasurer	Ms. Terri Gehr
For Deputy Treasurers	Dr. David Harrison and Ms. Aletha Shipley

Member Flowers moved, Member Lopez-Walton seconded, that the slate of officers proposed by the Nominating Committee be elected as officers of the Board of Trustees of the Columbus State Community College for the 2011 organizational year.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Bowman, Flowers, Lopez-Walton,
Owens, Radigan
NAYS: None

Ms. Jackie DeGenova, the Colleges' in-house counsel, then administered the Oath of Office to the newly elected officers of the Board of Trustees.

Trustee Lynne Bowman will represent the Board on the Foundation Board of Trustees.

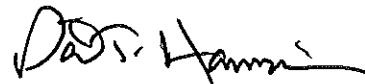
The Delegate and Alternate for the Ohio Association of Community Colleges will be Trustee Richard Rosen.

PUBLIC PARTICIPATION:

There were no requests for public participation.

ADJOURNMENT:

There being no further business to come before the Board of Trustees the meeting was adjourned at 6:55 p.m.



Dr. David T. Harrison
Secretary, Board of Trustees

**Columbus State Community College
District Operational Budget Comparison
Proposed RFY11 Budget Compared to FY11 Budget**

		FY11 Budget	RFY11 Proposed	Difference	Percent Increase/(Decrease)
	Revenues				
	Appropriations				
(a)	Transfer-In Delaware Campus	\$ 2,683,002	\$ 2,647,157	\$ (35,845)	4%
(b)	Subsidy (1)	64,173,300	59,591,744	(4,581,556)	-7%
		<u>66,856,302</u>	<u>62,238,901</u>	(4,617,401)	-7%
	Student				
(d)	Tuition (2)	82,565,633	86,601,524	4,035,891	5%
(e)	Fees (3)	5,579,991	5,741,427	161,436	3%
(f)	Special courses	500,000	1,551,758	1,051,758	0%
		<u>88,645,624</u>	<u>93,894,709</u>	5,249,085	5%
	Contracted Services				
(g)	Net	255,585	255,585	-	0%
		<u>255,585</u>	<u>255,585</u>	-	0%
	Other				
(h)	Miscellaneous	250,000	250,000	-	0%
		<u>250,000</u>	<u>250,000</u>	-	0%
(i)	Total Revenues	<u>156,007,511</u>	<u>156,639,195</u>	631,684	0%
	Expenditures				
(j)	Educational & General				
(k)	(Instructional)	84,873,487	84,720,272	(153,215)	-1%
(l)	Library	2,127,913	2,082,580	(45,333)	-2%
(m)	General (4)	11,775,938	12,211,068	435,130	3%
(n)	Information Technology	12,953,653	12,501,282	(452,371)	-4%
(o)	Student Services	11,879,267	11,694,596	(184,672)	-2%
(p)	Operation and Maintenance of Plant	14,541,679	14,321,439	(220,240)	-1%
(q)	Administration (5)	8,172,282	8,392,748	220,466	2%
(r)	Contingency Delaware Campus	250,000		(250,000)	-200%
(s)	Additional Payroll Items	2,700,000		(2,700,000)	-100%
(t)	Operational Expenses	<u>149,274,219</u>	<u>145,923,983</u>	(3,350,235)	-2%
(u)	Transfer for equip. and replacement	3,600,000	3,600,000	-	0%
(v)	Transfer for debt service	1,548,819	1,548,819	-	0%
(w)	Transfer for semester conversion		4,000,000	4,000,000	
(x)	Transfer for capital improvements			-	
(y)	Total expenditures & transfers	154,423,038	155,072,802	649,765	0%
(z)	Operational Revenues	<u>\$ 1,584,473</u>	<u>\$ 1,566,392</u>	\$ (18,081)	3%

Notes

- (1) Subsidy as approved by OBOR and Controlling Board, December 2010, including \$4.1 million planned lapse.
- (2) FY11 tuition includes actual Summer and Autumn, projected Winter and Spring.
- (3) Fee revenue includes Lab Fee Income and other student based fees.
- (4) General includes Planning & Construction, Human Resources, Print Shop, Office Services, Institutional Adv., KRP, Diversity & Inclusion, & Development Ofc.
- (5) Administration includes Sr VP BAS, President's Office, & Business Office. Key expense increase is Bad Debt Expense

Columbus State Community College
Columbus Campus Operational Budget Comparison
Proposed RFY11 Budget Compared to FY11 Budget

	(1) FY11 Budget	(2) RFY11 Proposed	(3) Difference	(4) Percent Increase/(Decrease)
Revenues				
Appropriations				
(a) Subsidy (1)	\$ 64,173,300	\$ 59,591,744	\$ (4,581,556)	-7.1%
(b) Subsidy (Federal Stimulus) (1)				
(c) Access Challenge				
(c) Jobs Challenge				
	<u>64,173,300</u>	<u>59,591,744</u>	(4,581,556)	-7.1%
Student				
(d) Tuition (2)	80,717,823	84,753,714	4,035,891	5.0%
(e) Fees (3)	5,506,079	5,667,515	161,436	2.9%
(f) Special courses	500,000	1,551,758	1,051,758	210.4%
	<u>86,723,902</u>	<u>91,972,987</u>	5,249,085	6.1%
Contracted Services				
(g) Net	255,585	255,585	-	0.0%
	<u>255,585</u>	<u>255,585</u>	-	0.0%
Other				
(h) Miscellaneous	250,000	250,000	-	0.0%
	<u>250,000</u>	<u>250,000</u>	-	0.0%
(i) Total Revenues	<u>151,402,787</u>	<u>152,070,316</u>	667,529	0.4%
Expenditures				
(j) Educational & General				
(k) (Instructional)	83,212,125	83,014,097	(198,028)	-0.2%
(l) Library	1,945,366	1,865,359	(80,007)	-4.1%
(m) General (4)	11,609,084	12,038,661	429,577	3.7%
(n) Information Technology	12,458,033	11,928,728	(529,305)	-4.2%
(o) Student Services	11,524,566	11,395,414	(129,152)	-1.1%
(p) Operation and Maintenance of Plant	13,385,375	13,210,693	(174,682)	-1.3%
(q) Administration (5)	7,834,945	7,902,152	67,207	0.9%
(s) Operational Expenses	<u>141,969,494</u>	<u>141,355,105</u>	(614,389)	-0.4%
(t) Transfer for equip. and replacement	3,300,000	3,600,000	300,000	9.1%
(u) Transfer for debt service	1,548,819	1,548,819	-	0.0%
(v) Transfer for capital improvements				
(w) Total expenditures & transfers	146,818,313	146,503,924	(314,389)	-0.2%
(x) Operational Revenues	<u>\$ 4,584,474</u>	<u>\$ 5,566,392</u>	981,918	21.4%

Notes

- (1) Subsidy reflects most recent OBOR projection as of April 30, 2010.
(2) Proposed RFY11 tuition revenue projected to increase by 5% over FY11 Budget adopted in May.
(3) Fee revenue includes Lab Fee Income and other student based fees.
(4) General includes Planning & Construction, Human Resources, Print Shop, Office Services, Institutional Adv., KRP, Diversity & Inclusion, and Development Office.
(5) Administration includes VP BAS, President's Office, & Business Office. Key expense increase is Bad Debt Expense

Columbus State Community College
Delaware Campus Operational Budget Comparison
Proposed RFY11 Budget Compared to FY11 Budget

	(1) FY11 Budget	(2) RFY11 Proposed	(3) Difference	(4) Percent Increase/(Decrease)
Revenues				
Appropriations				
Transfer-In Delaware Campus				
Operations Initiative Account	2,683,002	2,647,157	(35,845)	-1.3%
(a) Subsidy (1)	<u>2,683,002</u>	<u>2,647,157</u>	(35,845)	-1.3%
Student				
(d) Tuition (2)	1,847,810	1,847,810	-	0.0%
(e) Fees (3)	73,912	73,912	-	0.0%
(f) Special courses	<u>1,921,722</u>	<u>1,921,722</u>	-	0.0%
(i) Total Revenues	<u>4,604,724</u>	<u>4,568,879</u>	(35,846)	-0.8%
Expenditures				
(j) Educational & General				
(k) (Instructional)	1,661,362	1,706,174	44,813	2.7%
(l) Library	182,547	217,220	34,673	19.0%
(m) General (4)	166,854	172,407	5,553	3.3%
(n) Information Technology	495,620	572,554	76,934	15.5%
(o) Student Services	354,701	299,182	(55,519)	-15.7%
(p) Operation and Maintenance of Plant	1,156,304	1,110,746	(45,558)	-3.9%
(q) Administration (5)	337,337	490,596	153,259	45.4%
(s) Contingency	250,000			
(t) Operational Expenses	<u>4,604,724</u>	<u>4,568,879</u>	(35,846)	-0.8%
(u) Transfer for equip. and replacement				
(v) Transfer for debt service				
(w) Transfer for capital improvements				
(x) Total expenditures & transfers	4,604,724	4,568,879	(35,846)	-0.8%
(y) Operational Revenues	<u>\$ -</u>	<u>\$ -</u>	-	

Notes

- (1) State subsidy is paid in arrears so first year has no subsidy revenue.
- (2) Proposed RFY11 tuition revenue projected to increase by 5% over FY11 Budget adopted in May.
- (3) Fee revenue includes Lab Fee Income and other student based fees.
- (4) General includes Office Services and Institutional Advancement.
- (5) Administration includes campus administration, Business Services and a \$149,000 contingency.

Columbus State Community College
Auxiliary Services Budget Comparison
Proposed RFY11 Budget Compared to FY11 Budget

<u>Revenues</u>	FY11 Budget	RFY11 Proposed	Increase (Decrease)	Percent Change
Bookstore*	\$ 3,024,341	\$ 3,451,808	\$ 427,467	14.1%
Child Development Center	965,895	907,493	(58,402)	-6.0%
Food Services	345,343	347,071	1,728	0.5%
Bridgeview*	475,131	449,800	(25,331)	-5.3%
Total	4,810,710	5,156,172	345,462	7.2%
<u>Expenses</u>				
Bookstore	2,245,306	2,250,577	5,271	0.2%
Child Development Center	1,233,023	1,166,681	(66,342)	-5.4%
Food Services	77,588	83,695	6,107	7.9%
Bridgeview	529,825	530,680	855	0.2%
Total	4,085,742	4,031,633	(54,109)	-1.3%
<u>Net Income/(Loss)</u>				
Bookstore	779,035	1,201,231	422,196	54.2%
Child Development Center	(267,128)	(259,188)	7,940	-3.0%
Food Services	267,755	263,376	(4,379)	-1.6%
Bridgeview	(54,694)	(80,880)	(26,186)	47.9%
Total	724,968	1,124,539	399,571	55.1%
<u>Miscellaneous</u>				
Administrative Office**	464,190	554,783	90,594	19.5%
Marketing	150,412	152,465	2,052	0.0%
Administrative Salaries	-	-	-	0.0%
Add'l Payroll Items	98,654	-	(98,654)	0.0%
	713,256	707,248	(6,008)	0.0%
Total Auxiliary Net Income	\$ 11,712	\$ 417,291	\$ 405,579	3463.1%

* Bookstore sales are budgeted at \$13,975,969 and Bridgeview sales are budgeted at \$474,310

** Administrative Office contains expenses related to overseeing all Auxiliary