

BOARD OF TRUSTEES

Dr. Susan C. Finn, Chairperson  
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**A G E N D A**  
**BOARD OF TRUSTEES MEETING**

Thursday, November 16, 2006  
Howard P. Grimes Board Room, Franklin Hall  
6:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Certification of Conformity with Section 121.22 (F) of the Ohio Revised Code
- IV. Approval of Minutes
- V. Communications/Recognition
  - A. Emeritus Status for Dr. Michael Snider.....1
  - B. Emeritus Status for Dr. Alphonso Simmons.....2
- VI. Consent Agenda
  - A. Early Retirement Incentive Update.....3
  - B. Personnel Information Items.....5
- VII. Financial Statements as of October 31, 2006.....8
- VIII. President's Report
  - A. Awards
  - B. Communications
  - C. Presentations/Reports
- IX. Old Business
  - A. AQIP - Update
- X. New Business
  - A. Marketing and Communications
  - B. Nominating Committee

*COLUMBUS STATE COMMUNITY COLLEGE  
BOARD OF TRUSTEES AGENDA  
November 16, 2006  
Page Two*

XI. Public Participation

XII. Executive Session

XIII. Adjournment

*President's Office  
MVM:pf*



# Columbus State Community College Board Action Sheet

Date: November 16, 2006

## **SUBJECT:**

Emeritus Status for Dr. Michael Snider

## **BACKGROUND INFORMATION:**

Board of Trustees Policy 3-23 enables the conferral of emeritus status upon the retirement of an employee in recognition of outstanding service to the college. Requirements for consideration of emeritus status include at least fifteen years' employment by the college and favorable recommendations by the managers through the chain of command. Dr. Michael Snider has been a valued member of Columbus State Community College for 35 years. He began his career on October 8, 1973 as a faculty member in the Respiratory Care Program and he soon became Chairperson. During that time Dr. Snider mentored many students, some of which remembered him with fondness upon his recent retirement.

In the early 1980's, Mike became the Dean of Health and Human Service during which time he had a dramatic influence with the development of new programs and enrollment increases. Then in the mid-1990's Mike became Vice President of Academic Affairs for the college. Under his leadership, Mike assisted the college to undergo major transformations with the emergence of Learning Systems, rapid growth in enrollment, and the development of online distance learning programs. With the evolution of this change Dr. Snider was named Provost and continued to lead this major division until his retirement.

Dr. Snider has left a huge imprint on this institution. His work often lead to the college receiving recognition and acknowledgement as an exemplary institution among the state's community colleges.

Based on the aforementioned, Dr. Michael Snider is deserving of emeritus status.

## **RECOMMENDATION:**

That the Board of Trustees grant emeritus status to Dr. Michael Snider effective December 1, 2006.



# Columbus State Community College Board Action Sheet

Date: November 16, 2006

## **SUBJECT:**

Emeritus Status for Dr. Alphonso Simmons

## **BACKGROUND INFORMATION:**

Board of Trustees Policy 3-23 enables the conferral of emeritus status upon the retirement of an employee in recognition of outstanding service to the college. Requirements for consideration of emeritus status include at least fifteen years' employment by the college and favorable recommendations by the managers through the chain of command. Dr. Alphonso Simmons, who retired as Vice President for Multicultural Affairs effective September 1, 2006, was a valued employee of the college for over 30 years.

Dr. Simmons began his career at the college in 1974 as an Adjunct Faculty member for the Social Services Department. In 1976, he became a full-time faculty member. In 1979 he was named Department Chairperson for Social Sciences, Gerontology and Early Childhood Development. In 1993, Al became Vice President for Minority Affairs, later named as Vice President for Multicultural Affairs.

As a Department Chairperson, Al oversaw the development of the Gerontology and Early Childhood Development degree programs. Both programs have served a unique need in central Ohio.

As Vice President for Multicultural Affairs, Al provided leadership for International Initiatives and Community Outreach, TRIO Programs, K-12 Initiatives and the Campus Child Development Center. Each of these areas provided students support and encouragement to attend college.

Al has served on numerous campus committees. In addition he has served on numerous community boards. These boards include, Westerville Public Library, St. Stephens Community House, City Year Columbus and Human rights/Behavior Support committee, Park West Court Apartments.

Al's work at Columbus State has been about serving students and the community. Numerous students would not have attended Columbus State had Al not developed and managed the numerous support systems aimed at access to higher education.

We believe that Dr. Alphonso Simmons is deserving of emeritus status.

## **RECOMMENDATION:**

That the Board of Trustees grant emeritus status to Dr. Alphonso Simmons effective December 1, 2006.

**COLUMBUS STATE COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**INFORMATION ONLY**

In accordance with a Board Resolution approved and adopted at a regular meeting held on October 18, 1978, which enables the President to make employee appointments to positions which have already been approved by the Board and included in the current budget, the following persons have been **appointed**.

| <u>NAME</u>                       | <u>POSITION</u>               | <u>DEPARTMENT</u>                    | <u>DATE</u> | <u>SALARY</u> |
|-----------------------------------|-------------------------------|--------------------------------------|-------------|---------------|
| King Akpofure<br>(New)            | Shift Leader (Barista & Café) | Auxiliary Services                   | 10/16/06    | \$29,948      |
| Beti Barron<br>(R. Webb)          | Accountant I                  | Grants, Contract, & Loans            | 10/02/06    | \$32,321      |
| Carla Bletsch<br>(C. St. Jean)    | Instructor                    | Veterinary Technology                | 09/20/06    | \$39,095      |
| Evelyn Caldwell<br>(New)          | Assistant Teacher             | Child Development Center             | 11/01/06    | \$21,324      |
| Verena Cornelsen<br>(J. Murawski) | Technician I                  | Public Safety                        | 10/02/06    | \$27,953      |
| Diane Dean<br>(S. Humphrey)       | Office Associate              | Engineering Technology               | 09/18/06    | \$31,903      |
| Angelo Frole<br>(H. Babson)       | Chairperson                   | BMGT/ACCT/OADM                       | 09/18/06    | \$70,198      |
| Rashaun Geter<br>(J. Maurer)      | Coordinator                   | Continuing Professional<br>Education | 11/01/06    | \$43,694      |
| Dale Gresson<br>(New)             | Coordinator                   | Multicultural Affairs                | 10/02/06    | \$52,350      |
| Emmett McCoy<br>(New)             | Building Services I           | Physical Plant                       | 10/02/06    | \$22,780      |
| David Metz<br>(D. Sturgill)       | Supervisor I                  | Auxiliary Services                   | 10/02/06    | \$53,914      |
| Wynter Miller<br>(New)            | Assistant Teacher             | Child Development Center             | 09/18/06    | \$21,324      |
| Carolyn Novak<br>(New)            | Instructor                    | Nursing (LPN Programs)               | 10/15/06    | \$39,095      |
| Andrea Parsons<br>(M. Rock)       | Instructor (GIS)              | Construction Sciences                | 09/20/06    | \$42,223      |
| Lori Peters                       | Interpreter                   | Disability Services                  | 10/02/06    | \$30,000      |

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|                                    |                              |  |          |           |
|------------------------------------|------------------------------|--|----------|-----------|
| Larry Pike<br>(New)                | Maintenance II (Electrician) | Physical Plant                             | 11/01/06 | \$56,484  |
| Andrew Saturn<br>(J. Jackson)      | Technician                   | Communications Technology<br>& PC Services | 11/01/06 | \$35,591  |
| Suzanne Schaefer<br>(New)          | Coordinator                  | Transitional Workforce                     | 11/01/06 | \$47,195  |
| Margaret Steiskel<br>(C. Kizer)    | Chairperson                  | Hospitality & Wellness                     | 10/02/06 | \$111,838 |
| Richard Tepper<br>(New)            | Maintenance I                | Physical Plant                             | 10/02/06 | \$31,881  |
| Susan Thomas<br>(C. Eschenbrenner) | Representative               | Telephone Information Center               | 10/02/06 | \$27,953  |
| Brittany Walker<br>(New)           | Associate Teacher            | Child Development Center                   | 10/02/06 | \$24,415  |
| Dawn Walker<br>(New)               | Assistant Teacher            | Child Development Center                   | 10/16/06 | \$21,324  |
| Sandra Zeller<br>(A. Stoll)        | Coordinator (Retail Sales)   | Auxiliary Services                         | 10/02/06 | \$38,133  |
| Kimberly Zerkle<br>(New)           | Associate Teacher            | Child Development Center                   | 10/02/06 | \$24,415  |
| Nancy Ziminski<br>(K. Schmid)      | Instructor                   | Developmental Education                    | 09/20/06 | \$40,659  |

**COLUMBUS STATE COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

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| <u><b>NAME</b></u>                       | <u><b>POSITION</b></u> | <u><b>DEPARTMENT</b></u>     | <u><b>DATE</b></u> |
|--|------------------------|------------------------------|--------------------|
| Vickie Christian<br>(Resignation)        | Coordinator            | Institutional Advancement    | 10/06/06           |
| Charoltte Eschenbrenner<br>(Resignation) | Representative         | Telephone Information Center | 09/15/06           |
| Wynter Miller<br>(Resignation)           | Assistant Teacher      | Child Development Center     | 09/18/06           |
| James Moore<br>(Termination)             | Police Officer         | Public Safety                | 10/06/06           |

**TO:** Board of Trustees  
**FROM:** Dr. Val Moeller, President  
**DATE:** November 8, 2006  
**SUBJECT:** Financial Statements as of October 31, 2006

Attached are the financial statements of Columbus State Community College, the Foundation, and the President's Discretionary Fund for the period ended October 31, 2006.

1. **Columbus State Community College**

- **Enrollment**

| <u>Quarter</u> | <u>Revised<br/>Budgeted<br/>Headcount</u> | <u>Headcount</u> | <u>Actual<br/>Increase/<br/>Decrease</u> | <u>Actual<br/>FY 06<br/>FTEs</u> | <u>FY 07<br/>FTEs</u> | <u>%<br/>Variance</u> |
|----------------|---|------------------|--|----------------------------------|-----------------------|-----------------------|
| Summer 2006    | 13,008                                    | 13,280           | 2.1%                                     | 6,957                            | 7,193                 | 3.4%                  |
| Autumn 2006    | 22,041                                    | 22,495 *         | 2.1%                                     | 14,088                           | 14,778 *              | 4.9%                  |
| Winter 2007    |   |                  |  |                                  |                       |                       |
| Spring 2007    |   |                  |  |                                  |                       |                       |

\*Preliminary headcounts and FTEs

- **Revenues** (Exhibit B)

Total revenues are \$34,109,047 or 29.8% of the FY 07 budget, compared to 28% last year. The difference in the two years is primarily due to higher than budgeted enrollment and return on investments.

- **Expenditures** (Exhibit B)

Total operating expenditures (before transfers) are \$30,852,999 for the period, which is consistent with the same period last year as a percent of budget spent.

- **Revised FY 07 Budget**

A revised FY 07 budget will be presented to the Board for review and approval in January. It will take into account updated enrollment and other considerations.



2. **Auxiliary Services** (Exhibit D)

• **Bookstore**

The Bookstore earned \$3,147,776 through October 31, 2006, consistent with the same period last year. Operating expenses are less than last year primarily due to cost containment measures, a vacant management position, and certain expenses that are reflective in FY 06 actual (e.g., rent, consultant fees) that are not part of FY 07 costs. The Bookstore was closed for a full week in October in order to move to the Discovery Exchange, which had a soft opening at the end of October. The Grand Opening is Monday, November 13.

• **Child Development Center (CDC)**

Total revenues are \$309,719 or 30% of the FY 07 budget. CDC's revenues are considerably higher this year because of two revenue streams that had not yet been earned at this time last year (CCampis and Early Learning Initiative), and tuition revenue is slightly higher as well. Expenses are and will be higher than last year because of increasing enrollment in the new space. The CDC team is exploring new ways to enhance access for current and prospective students who need child care.

3. **Bridgeview Golf Course, Inc.** (Exhibit E)

- Revenues through October 2006, the tenth month of Bridgeview's fiscal year, are \$570,094, or 87% of budgeted revenues, 4.6% lower than the same period last year. Year end projections have been adjusted to reflect lower revenues. Weather continues to impact sales. Overall, the projected net loss is approximately \$101,000, and will be subsidized from the Auxiliary Fund.

4. **President's Discretionary Fund** (Exhibit G)

- The President's Discretionary Fund has a cash balance of \$11,603 at October 31, after disbursements of \$8,397.

5. **Foundation** (Exhibits H and I)

- Foundation revenues are \$533,658 compared to \$299,432 through October last year. Income from investments held by the Foundation is higher by \$241,651 and contributions are down slightly from this time last year. Expenditures are lower by \$6,968 from this same time last year. Pledges Receivable and Trade Payables reflect the donation of the FedEx jet to the Foundation, which will be officially transferred to the College. An initial gift value was estimated at \$1 million.

6. **Investments**

- The College's portfolio is invested consistent with its investment policy, with 32.8% currently invested in STAROhio and other money markets, with the balance in federal agencies.