



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

550 East Spring Street
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614/287-2400

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, January 28, 2010

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College held on Thursday, January 28, 2010, was called to order by Chairperson Dolan in the Board Room of Franklin Hall at 6:08 p.m.

Ms. Jackie DeGenova, the College's in-house counsel, administered the Oath of Office to two of the new members of the Board of Trustees, Mr. Richard D. Rosen, and Ms. Anne Lopez-Walton.

ROLL CALL:

Present: Mr. William Dolan, Chair
Ms. Suzanne Stilson Edgar
Dr. Richard Owens
Ms. Dianne Radigan
Mr. Richard Rosen
Ms. Poe Timmons
Ms. Anne Lopez-Walton

Absent: Mr. Michael Flowers, Vice-Chair

CERTIFICATION OF COMPLIANCE:

President Moeller 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 Owens moved, Member Timmons seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, November 19, 2009, be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Timmons, Owens, Edgar, Radigan, Rosen, Lopez-Walton

NAYS: None

COMMUNICATIONS AND RECOGNITION:

Representatives from the Columbus Children's Hunger Alliance presented the College with an award for its work with the ESL after school programs for children in housing complexes through the community centers. The programs are administered by the College's C.E.W.D. department. Nancy Case, the director of the program, introduced the organization's representatives.

EMERITUS STATUS FOR LENORE SCHNEIDERMAN

Lenore Schneiderman retired from the position of Chairperson of the Human Services Department after 34 years of service to Columbus State Community College. She led her department with heart and conviction serving her students and supporting her faculty and programs always striving to facilitate high quality education.

Member Edgar moved, Member Owens seconded, that the Board of Trustees grant emeritus status to Lenore Schneiderman effective February 1, 2010.

A vote was taken and approved by acclamation.

EMERITUS STATUS FOR DR. DAVID HOCKENBERY

Dr. David Hockenbery retired from the position of professor after 22 years of service to Columbus State Community College. He was instrumental in the formation of the Arts and Sciences Division, and served as Dean of this Division from its inception in 1987 until he joined the faculty in 2007. He was responsible for establishing transfer programs with the colleges and universities in Central Ohio through articulation agreements.

Member Timmons moved, Member Dolan seconded, that the Board of Trustees grant emeritus status to Dr. David Hockenbery effective February 1, 2010.

A vote was taken and approved by acclamation.

CONSENT AGENDA:

The consent agenda included the following items:

- (1) Rescinding of Policy 7-08, Student Suspension and Dismissal for Arrest and Conviction
- (2) Allocation of Net Income for the Fiscal Year Ended June 30, 2009
- (3) Personnel Information Items

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

- (1) Approve rescinding Policy 7-08, Student Suspension and Dismissal for Arrest and Conviction per legal consultation;
- (2) Approve the allocation of general fund net income realized for the period ending June 30, 2009, as follows:

	<u>New or Additional Allocation</u>
Budget/Tuition Stabilization	\$4,020,499
Delaware Campus Operations	3,000,000
Capital Improvements and Land Acquisition	2,750,000
Technology Initiatives	1,600,000
PERFORMS	<u>250,000</u>
TOTAL	\$11,620,499

Allocating Net Income for the Fiscal Year Ended June 30, 2009.

- (3) Approve the Personnel Information Items as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Edgar, Owens, Timmons, Radigan, Rosen, Walton

NAYS: None

AUDITOR'S REPORT:

Member Timmons moved, Member Owens seconded, that the Board of Trustees accept, as presented, the reports of the Independent Auditors on the Financial Statements as of June 30, 2009, of the College and the Development Foundation as prepared by Parns & Company, LLC.

A vote was taken which resulted in:

AYES: Members Dolan, Edgar, Owens, Timmons, Radigan, Rosen, Walton.

NAYS: None

REVISED OPERATING BUDGET FOR FY-2010

Member Radigan moved, Member Timmons seconded, that the Board of Trustees approve the Revised Operating Budget for Fiscal Year 2010 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, Edgar, Timmons, Owens, Radigan, Rosen, Walton.

NAYS: None

FINANCIAL STATEMENT AS OF OCTOBER 31, 2009

Member Timmons moved, Member Owens seconded, that the financial statements as of December 31, 2009 be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Owens, Timmons, Flowers, Radigan, Edgar

NAYS: None

PRESIDENT'S REPORT:

Dr. M. Valeriana Moeller, president, reported on the following items:

- (1) Employee of the Month for December, 2009 and January, 2010 are Lori Trent and Steve Pletcher respectively.
- (2) Lisa Schneider, chair of the English Department, was elected to the executive board of the American Department of English (ADE).
- (3) Enrollment for Winter Quarter:
 - Headcount 28,261 a 16.6% increase
 - FTE 18,717.27a 17.45% increase
 - Online Seats Sold 19,967 a 26.52% increase
 - Online Distance Students only 5,212 a 25.89% increase
 - Online FTE from Distance 5,179.907 FTE a 24.61% increase
 - Off-Campus Seats Sold 6,898 38.21% increase
 - Off-Campus Classes Only 1,796 23.52% increase
 - Off-Campus FTE 1,886.27 37.05% increase

It was noted that Columbus State used Franklin University, as a pilot experiment using some of their classrooms and parking space.

- (4) Delaware Campus Update: The process of hiring staff and faculty for the Delaware Campus is underway. Six faculty members from the Columbus campus have chosen to go to the Delaware campus and will begin teaching at there next Fall. The selection of the Dean is almost completed--waiting on feedback from the forums.

The accreditation request is expected to be approved to open the Delaware campus. A visit to the campus will then be scheduled.

- (5) An update on the several accreditations in progress for AQIP which is a continuous improvement program.
- (6) Quarters to Semester update – There are 13 community colleges and 4 universities in the process of converting at this time. A steering committee has been formed which has already put together milestones and guiding principles. There is a semester calendar in process which should be available for review at the next Board meeting. OACC presidents are collaborating on the process of updating the systems. Dr. Snider is working on this project and Dr. Moeller is chairing the steering committee.
- (7) State of the State update: The Governor gave the State of the State address which announced the statewide manufacturing certificate which will be developed through career centers and associations led by the Governor’s Workforce Policy Advisory Board, and staffed by the OBOR, Dept of Development and the ODJFS. The college will be invited to participate in this program.
- (8) There was an update on the State Capital Budget request; the Third Frontier, which links higher education and businesses; as well as USO goals.
- (9) The president gave an overview of the Health Information Technology (HIT) grant which the College has been working on to develop training programs in curricular which can be completed in a period of 6 months. The amount of the grant is \$14,650,000 for two years of which, if awarded, the College would get \$802,500.00 for the next two years.
- (10) The Trustees Video Conference is scheduled for March 1, 2010 to which the Trustees are invited to attend. Winter Quarter graduation is scheduled for March 19, 2010.

Dr. Deborah Coleman gave a presentation on the college Scorecard and USO measures.

OLD BUSINESS:

There were no items to bring to the Board.

NEW BUSINESS

Trustee Radigan gave the report from the Board Nominating Committee for the reorganization of the Columbus State Community College Board of Trustees. She explained that she and Trustee Flowers served as committee members and that individual conversations were had with each of the Trustees regarding the criteria which the Board established in the past for nominating the new officers of the Board of Trustees.

ANNUAL REORGANIZATION OF THE BOARD

ELECTION OF OFFICERS FOR 2010

The Nominating Committee has recommended the following slate of officers for 2010:

For Chairman	William Dolan
For Vice-Chairman	Poe Timmons
For Secretary	Dr. Val Moeller
For Treasurer	Terri Gehr
For Deputy Treasurers	Dr. Val Moeller and Aletha Shipley

Member Radigan moved, Member Edgar 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 2010 organizational year.

AYES: Members Edgar, Dolan, Owens, Timmons, Radigan, Rosen, Walton
NAYS: None

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

Trustee Dianne Radigan will represent the Board on the Foundation Board of Trustees.

The Delegate and Alternate for the Ohio Association of Community Colleges will be officially announced at the next Board meeting.

PUBLIC PARTICIPATION:

There were no requests for public participation.

EXECUTIVE SESSION:

Trustee Edgar Moved, Trustee Timmons seconded that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code 121.22 for purposes of discussing real estate matters, and personnel matters related to the presidential search.

A vote was taken which resulted in:


AYES: Members Edgar, Dolan, Owens, Timmons, Radigan, Rosen, Walton

NAYS: None

The regular meeting of the Board of Trustees reconvened from Executive Session at 8:05 p.m.

ADJOURNMENT:

There being no further business to come before the Board of Trustees the meeting was adjourned at 8:06 p.m.



M. Valeriana Moeller
Secretary, Board of Trustees

P. Fortea
Recording Secretary

Columbus State Community College
Operational Budget Comparison
Proposed RFY010 Budget Compared to FY10 Budget

	(1) FY10 Budget	(2) RFY10 Proposed	(3) Difference	(4) Percent Increase/(Decrease)
Revenues				
Appropriations				
(a) Subsidy (1)	\$ 61,437,054	\$ 62,168,736	\$ 731,682	1.2%
(c) Access Challenge	-	-	-	0.0%
(c) Jobs Challenge	237,287	-	(237,287)	-100.0%
	<u>61,674,341</u>	<u>62,168,736</u>	<u>494,395</u>	<u>0.8%</u>
Student				
(d) Tuition (2)	67,221,286	78,583,740	11,362,454	16.9%
(e) Fees (3)	4,895,921	5,350,420	454,498	9.3%
(f) Special courses	600,000	500,000	(100,000)	-16.7%
	<u>72,717,207</u>	<u>84,434,160</u>	<u>11,716,952</u>	<u>16.1%</u>
Contracted Services				
(g) Net	255,585	255,585	-	0.0%
	<u>255,585</u>	<u>255,585</u>	<u>-</u>	<u>0.0%</u>
Other				
(h) Miscellaneous	250,000	250,000	-	0.0%
	<u>250,000</u>	<u>250,000</u>	<u>-</u>	<u>0.0%</u>
(i) Total Revenues	<u>134,897,133</u>	<u>147,108,481</u>	<u>12,211,347</u>	<u>9.1%</u>
Expenditures				
(j) Educational & General				
(k) (Instructional) (4)	73,404,313	79,202,176	5,797,863	7.9%
(l) Library	1,725,352	1,800,336	74,984	4.3%
(m) General (5)	10,629,986	11,393,334	763,348	7.2%
(n) Information Technology	11,898,767	12,176,666	277,899	2.3%
(o) Student Services	10,055,209	10,804,703	749,494	7.5%
(p) Operation and Maintenance of Plant	12,986,523	12,690,986	(295,536)	-2.3%
(q) Administration (6)	6,695,077	7,739,646	1,044,569	15.6%
(r) Additional Payroll Items	2,400,000	-	(2,400,000)	-100.0%
(s) Operational Expenses	<u>129,795,227</u>	<u>135,807,848</u>	<u>6,012,621</u>	<u>4.6%</u>
(t) Transfer for equip. and replacement	2,200,000	2,200,000	-	0.0%
(u) Transfer for debt service	1,548,819	1,548,819	-	0.0%
(v) Transfer for capital improvements				
(w) Total expenditures & transfers	<u>133,544,046</u>	<u>139,556,667</u>	<u>6,012,621</u>	<u>4.5%</u>
(x) Operational Revenues	<u>\$ 1,353,087</u>	<u>\$ 7,551,814</u>	<u>\$ 6,198,726</u>	<u>458.1%</u>

Notes

- (1) Subsidy as approved by the Controlling Board on Dec. 14, 2009.
- (2) Tuition revenue assumes actual Summer and Autumn enrollment, Winter comparable to Autumn, and projected 12.0% increase for Spring.
- (3) Fee revenue includes Lab Fee Income and other student based fees.
- (4) Proposed increase provides for 15 new faculty positions, 4 enrollment advisors, an accountant, and adjunct budget necessary to support enrollment.
- (5) General includes Planning & Construction, Human Resources, Print Shop, Office Services, Institutional Adv., KRP, Diversity & Inclusion, and Development Office.
- (6) Administration includes VP BAS, President's Office, & Business Office. Key expense increase is Bad Debt Expense proportionate to increase in tuition revenue.

Columbus State Community College
Auxiliary Services Fund Revised FY 2010 Budget

	FY10	FY10	Increase	Percent
<u>Revenues</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Bookstore	\$ 2,882,294	\$ 2,992,997	110,702	3.8%
Child Development Center	965,895	965,895	0	0.0%
Food Services	352,298	364,390	12,092	3.4%
Bridgeview	487,102	478,089	(9,013)	-1.9%
Total	4,687,589	4,801,371	113,781	2.4%
	FY10	FY10	Increase	Percent
<u>Expenses</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Bookstore	2,216,393	2,288,223	71,830	3.2%
Child Development Center	1,189,332	1,237,493	48,161	4.0%
Food Services	74,943	77,363	2,420	3.2%
Bridgeview	525,527	541,404	15,876	3.0%
Total	4,006,196	4,144,482	138,286	3.5%
	FY10	FY10	Increase	Percent
<u>Net Income/(Loss)</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Bookstore	665,901	704,774	38,873	5.8%
Child Development Center	(223,437)	(271,597)	(48,160)	21.6%
Food Services	277,354	287,027	9,672	3.5%
Bridgeview	(38,425)	(63,315)	(24,890)	64.8%
Total	681,393	656,888	(24,505)	-3.6%
	FY10	FY10	Increase	Percent
<u>Miscellaneous</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Administrative Office*	-	608,109	608,109	100.0%
Marketing	68,175	-	(68,175)	-100.0%
Administrative Salaries	499,150	-	(499,150)	-100.0%
Add'l Payroll Items	114,068	-	(114,068)	-100.0%
	681,393	608,109	(73,284)	-10.8%
Total Auxiliary Net Income	\$ 0	\$ 48,779	48,779	0.0%

* Administrative Office contains expenses related to overseeing all Auxiliary