

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

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, May 26, 2005

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College held on Thursday, May 26, 2005, was called to order by Vice-Chairman Inniss in the Board Room of Franklin Hall at 6:07 p.m.

ROLL CALL:

Present: Ms. Paula A. Inniss, Vice-Chairman
Mr. William A. Antonoplos
Ms. Suzanne Stilson Edgar
Mr. Michael C. Keller
Ms. Priscilla D. Mead
Mr. Jeffrey L. Scheiman
Mr. Dwight E. Smith

Absent: Dr. Susan C. Finn, Chairman
Mr. Matthew G. Kallner

CERTIFICATION OF COMPLIANCE:

President M. Valeriana Moeller (Board Secretary) stated 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 Edgar moved, Member Mead seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, March 24, 2005, be approved as presented.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith

NAYS: None

COMMUNICATIONS AND RECOGNITION:

EMERITUS STATUS FOR DR. JONNIE BUDKE

President Moeller advised that Dr. Jonnie Budke has been an employee of the college for 27 years, retiring as Chairperson of the Social and Behavioral Sciences Department. She is highly recommended for the honor of emeritus status in recognition of her valued service and many contributions to the college.

Member Smith moved, Member Keller seconded, that the Board of Trustees grant emeritus status to Dr. Jonnie Budke effective June 1, 2005.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith

NAYS: None

The President introduced Dr. Budke from the audience.

EMERITUS STATUS FOR PATRICIA J. CASS

President Moeller advised that Patricia J. Cass has been an employee of the college for 24 years, retiring as a full professor from the Developmental Education Department. Ms. Cass is highly recommended for the honor of emeritus status in recognition of her valued service and many contributions to the college.

Member Mead moved, Member Keller seconded, that the Board of Trustees grant emeritus status to Patricia J. Cass effective June 1, 2005.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith

NAYS: None

The President introduced Ms. Cass from the audience.

TENURE APPOINTMENTS:

Member Mead moved, Member Keller seconded, that the following individuals be granted tenure at the beginning of the 2005-2006 contract year:

Mr. Christopher Bell, Emergency Medical Services
Mr. Wesley (Lee) Blyth, Marketing
Mr. James (Rob) Duffey, Dental/Prison Programs
Ms. Amy Hart, Hospitality Management
Dr. Tracy Little, Social and Behavioral Sciences
Mr. John Lundquist, Interactive Multimedia Technology
Dr. Terrence Olive, Veterinary Technology
Mr. Jonathan Packer, Emergency Medical Services
Dr. Keith Pepperell, Humanities
Dr. Susan Rogers, Social and Behavioral Sciences
Ms. Jane Winters, Nursing
Dr. Adele Wright, Mechanical Engineering Technology

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith
NAYS: None

CONSENT AGENDA:

The consent agenda includes the following items:

- (1) **Discovery Special Improvement District.**
- (2) **Inclusion of Pickaway County in service district.**
- (3) **Equipment funds for Fiscal Year 2006.**
- (4) **Compensation adjustments for employees for Fiscal Year 2006.**
- (5) **Personnel information items.**

Member Mead moved, Member Smith seconded, that the Board of Trustees:

- (1) Authorize the President to participate in the Discovery Special Improvement District and to allocate funds in the annual operating budget for the college's participation.
- (2) Authorize the President to work with the Ohio Board of Regents and other appropriate entities to include Pickaway County in the Columbus State Community College service district.

- (3) Authorize the purchase of equipment, as detailed on the attachment: \$2.7 million from the Fiscal Year 2006 Current General Fund-Capital Equipment, and \$23,800 from the Bookstore's Auxiliary Services Fund [see Attachment A].
- (4) Approve the following employee compensation adjustments:
- (A) Allocate in the FY-06 Operating Budget \$1,853,507 from the general fund and \$29,797 from the auxiliary services fund for pay increases as follows:

Full-Time Staff, Faculty, and Administrators:

1. That the current staff, faculty, and administrator salary ranges remain the same [see Attachment B].
2. That salary adjustments for all individual employees be implemented only after a formal evaluation of each employee is performed by his/her supervisor which includes a professional development plan and recommendation for a salary increase, and that such evaluation and recommendation be filed with the Human Resources Department.
3. That non-bargaining unit employees receive a 2.5 percent raise effective July 1, 2005, and that in negotiating agreements with bargaining unit employees, the same pay increase assumption for resource allocations is used.
4. That the above actions are effective July 1, 2005.

Adjunct Faculty:

5. Effective July 1, 2005, all adjunct faculty will be paid \$39 per contact hour, a \$1 or 2.6 percent increase over the current rate of pay at a projected cost of \$466,576.

Part-Time Employees:

6. Effective July 1, 2005, part-time employees will be paid a 2.5 percent or a 50 cents an hour increase, whichever is greater. Each salary increase must be accompanied by a satisfactory performance appraisal filed with the Human Resources Department.

- (B) Authorize \$450,000 from the FY-05 net operating revenue for a one-time \$500 compensation for each full-time employee who is on the payroll July 1, 2005. Non-bargaining unit employees will receive the one-time compensation on July 15, 2005. Funds for this one-time compensation for full-time bargaining unit employees will be part of the resource allocation assumption and must be negotiated as a one-time allocation.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith
NAYS: None

RETAIL COMPLEX AWARDING OF BIDS:

As was reported in the Committee of the Whole meeting held on May 19, 2005, the Board of Trustees had previously authorized \$8 million for the construction of a Retail Complex on the corner of Mt. Vernon and Cleveland Avenues. The design includes three levels of retail, warehouse, printing, and mail service spaces totaling 36,750 square feet. The college publicly advertised for construction bids and received the lowest responsible bids itemized below.

The committee had been advised that a bookstore company had purchased the property (0.45 acres) at the corner of Cleveland Avenue and Long Street, and they were advertising the opening of a bookstore there next month. The Director of Auxiliary Services was actively doing research on this situation to try to determine how this enterprise would affect Columbus State's operations, and the Board requested further information before taking action on this item. The business model and assumptions should be reviewed to try to project our market share given this new circumstance.

It was pointed out that the new Retail Complex will be much more than just a bookstore. It will also contain the college's warehouse area, the printing operation, the mail service operation, a café, and will partner with other institutions for various services. One Board member commented that sometimes another competitor can actually boost business rather than decrease it. Member Keller advised that he had gotten more information on projections, and based on enrollment and competition, he felt it not likely that there should be a loss. The long-term projections look okay. Further information on this issue will be provided as it becomes available.

Member Edgar moved, Member Smith seconded, that the Board of Trustees authorize the bids listed below, and enter into contract with each contractor for bids totaling \$5,360,232 for the construction of the Retail Complex.

<u>Contract</u>	<u>Contractor</u>	<u>Actual Bid</u>	<u>Bid Estimate</u>
General	Smoot Construction	\$3,775,400	\$3,819,900
Plumbing	Aggressive Mechanical	\$ 230,000	\$ 261,000
HVAC	Limbach	\$ 659,500	\$ 557,000
Electrical	Dynalectric	\$ 538,749	\$ 597,300
Fire Protection	TP Mechanical	\$ 121,983	\$ 102,000
IT Cabling	Tri-M Network Services	\$ 34,600	\$ 57,000
		<u>\$5,360,232</u>	<u>\$5,394,200</u>

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith
NAYS: None

OPERATING BUDGET FOR FISCAL YEAR 2006:

Member Scheiman moved, Member Keller seconded, that the Board of Trustees approve the Fiscal Year 2006 operating budgets for Columbus State Community College, the Child Development Center, and the Bookstore [see Attachment C].

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith
NAYS: None

FINANCIAL STATEMENTS:

Member Smith moved, Member Keller seconded, that the financial statements as of and for the ten months ended April 30, 2005, be accepted as presented.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith
NAYS: None

PRESIDENT'S REPORT:

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

- (1) The U.S. Department of Education has awarded Columbus State a grant for the TRIO Student Support Services program. The 4-year grant, the second Student Support Services award the colleges has received, is for \$930,756, with the first year's award of \$232,689. Ms. Renée Hampton is our TRIO Director.
- (2) The U.S. Department of Education has also awarded Columbus State a \$186,000 grant for work on Project EAGLE, which is Expanding Access to Global Logistics Education. Columbus State will work in partnership with the Columbus Chamber of Commerce and the Small Business Development Center / International Trade Assistance Center of Columbus to enhance global trade education for both degree-seeking students and working professionals, and to expand global trade activities in the central Ohio business community.
- (3) Columbus State has just received the Best Practices in Student Services designation from the Ohio Learning Network for excellence in online learning. The Ohio Learning Network is an initiative of the Ohio Board of Regents and serves 67 public and private higher learning institutions around the state by helping colleges to support technology instruction while expanding access to educational opportunities for learners.
- (4) The Federal Aviation Administration (FAA) has presented the faculty of our Aviation Maintenance Department with the FAA Diamond Award for Excellence in Training. This is the second year that Columbus State has been given the highest award in the FAA program. Gene Sprang is the coordinator of our Aviation Maintenance program.
- (5) Carl Hemmeler, Administrator for Transitional Workforce and Real Estate Programs, was recently presented the Community Service Award on behalf of Columbus State for "outstanding achievement in providing education to future homeowners" from the REALTIST Association. The Columbus REALTIST Association was founded in 1948 as an organization for minority real estate professionals. The group has evolved into an open entity for qualified practitioners of all races who are interested in achieving the ideals of the association, including democracy in housing. This organization has become the voice for equal housing opportunities for all citizens in Ohio and across the country.
- (6) Five of our Chef Apprenticeship students recently won the gold medal at the American Culinary Federation Northeast Regional Culinary Knowledge Bowl, defeating teams from 8 other schools. The Northeast region includes 13 states. The team's win entitles them to compete against the winning teams from the other three regions at the National Championship to be held in San Antonio on July 31. Team members are Martha Snee, Leo Ruth, Jerry Turnbaugh, Megan Block, and Tammy Swisher.

- (7) Dr. Tom Habegger, Professor in Sports and Fitness Management, was inducted into the Westerville South High School Alumni Hall of Fame on April 29. Inductees are selected for their professional and personal accomplishments as well as contributions and service to the community. At Westerville South High School, Tom was an 8-time varsity letter winner in diving and cross-country, and he earned top-ten state honors in diving in 1983.
- (8) Civil Engineering Professor Robert Mergel was named Member of the Year by the Professional Land Surveyors of Ohio. He was nominated by the Central Ohio Chapter, which he has represented as a delegate to the Executive Committee for two terms. He has also served as program chairman and is currently chairing the Education Committee.
- (9) Columbus State Phi Theta Kappa students received a special commendation during the Ohio Regional Convention. Our Alpha Rho Epsilon Chapter has been named a "5-Star Chapter" in recognition of their successful attainment of goals as presented in the society's Five-Star Chapter Development Program.

Columbus State Phi Theta Kappa members have also won a number of other awards this year:

- *Distinguished Regional Officer Award*
Mary Hooker-Myers, Vice-President
Sarah Conner, District Representative
 - *Paragon Award for Advisors*
Tywan Banks, Advisor
 - *Order of Athena for Most Distinguished Officer*
David Kerr
 - *Horizon Awards*
Dr. Charlie Gallucci, Advisor
Tywan Banks, Advisor
- (10) Dr. Jean-Claude Ba, Professor in the Biological and Physical Sciences Department, is serving on the program committee for the upcoming World Conference on Physics and Sustainable Development, to be held October 31st to November 2nd in Durban, South Africa. Participants from developed and developing nations will meet to examine the contributions that physics has made to society in the past in order to formulate plans for the future.
 - (11) The college received funding from the Ohio State Center for International Business Education and Research (CIBER) for three employees to attend the International Business Institute for Community College Faculty on May 14-19, held at Michigan State University. Participating were Rick Bartlett, John Bowen, and Garry Fourman.
 - (12) The college has purchased a Lear Jet for the Aviation Maintenance program. It is the first fully operational turbojet aircraft owned by Columbus State.
 - (13) A "Return on Educational Investment" (ROEI) partnership among the Ohio Board of Regents, Ohio's two- and four-year colleges and universities, and the State of Ohio is being

- proposed for financial support in the state budget. If funded, this would be a ten-year plan to increase the state's talent pool by 120,000 undergraduates at Ohio colleges by 2015. Initial funding of \$30,000,000 is being requested.
- (14) The Ohio House of Representatives has finished their work on the state budget, and it is now in the hands of the Senate to go to the Conference Committee. Areas of interest to the college include no consolidation of funding for colleges, keeping the PSEO (Post-Secondary Enrollment Options) program as is without limiting courses, and keeping the stop-loss at 97 percent.
 - (15) The Ohio Association of Community Colleges (OACC) continues to work in support of a number of issues in the budget: Senate Bill 6 which contains the P-16 concept for "seamless" learning; the economic development bond proposal to support high-tech development; expansion of the authority of the Ohio Board of Regents.
 - (16) Enrollment for Summer Quarter stands at 12,438. Distance learning enrollment is up 8 percent. Distance learning students comprise 24 percent of the total enrollment.
 - (17) A feasibility study funded by Huntington Bank and our Development Foundation was conducted regarding a proposed mixed-use business incubator in Columbus's Empowerment Zone. The study found that there is local business support for this project and there is support from the City of Columbus. Columbus State Community College would serve as the champion of this project, and the City of Columbus would provide a building to house it.
 - (18) Spring Quarter graduation will be held on Friday, June 10, at 10:00 a.m. at the Veterans Memorial Auditorium. The speaker will be Donna Alvarado, a member of the Ohio Board of Regents.
 - (19) The "American Dream" program will hold its third session on Sunday, June 26, at 2:30 p.m. in Davidson Hall.

At the request of the Board, future President's Reports will include an update on progress and plans for the Delaware campus.

PRESENTATION:

Ms. R. Renée Hampton, Director of TRIO Programs, gave a presentation on the two TRIO programs offered at Columbus State (Upward Bound and Student Support Services). The Upward Bound grant, which started here in 1999, serves 50 participants per year in the high schools with pre-college courses. Funding to the college under this grant totals almost two million dollars. The Student Support Services grant, which started here in 2001, serves 160 participants who are taking college courses here on our campus. Funding to the college under this grant totals almost two and one-half million dollars. Students served in these programs are low-income and first-generation college students.

PUBLIC PARTICIPATION:

Mrs. Martha Agler, Trustee Emeritus, was introduced from the audience and commented that she was very happy to be in attendance.

EXECUTIVE SESSION:

Member Smith moved, Member Keller seconded, that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code Section 121.22 for the sole purpose of discussing matters of employee union negotiations at Columbus State Community College.

A vote was taken which resulted in:

AYES: Members Antonoplos, Edgar, Inniss, Keller, Mead, Scheiman, Smith

NAYS: None

The Board of Trustees adjourned to Executive Session at 7:15 p.m. and reconvened the regular meeting at 7:59 p.m.

ADJOURNMENT:

The meeting was adjourned at 8:00 p.m.

M. Valeriana Moeller
Secretary, Board of Trustees