

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

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, May 25, 2006

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College held on Thursday, May 25, 2006, was called to order by Chairperson Finn in the Board Room of Franklin Hall at 6:05 p.m.

ROLL CALL:

Present: Dr. Susan C. Finn, Chairperson
Mr. William A. Antonoplos
Mr. William J. Dolan
Ms. Suzanne Stilson Edgar
Mr. Michael E. Flowers
Mr. Michael C. Keller
Ms. Priscilla D. Mead
Mr. Jeffrey L. Scheiman

Absent: Ms. Paula A. Inniss, Vice-Chairperson

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 Antonoplos moved, Member Keller seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, March 23, 2006, be approved as presented.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Finn
NAYS: None

COMMUNICATIONS AND RECOGNITION:

EMERITUS STATUS FOR ANTHONY CAMPOLO

President Moeller advised that Tony Campolo has been a valued employee of the college for 28 years, retiring as a Professor of Finance in the Accounting and Finance Department. In addition to his work in teaching and maintaining the college's finance curriculum, Tony was the first Columbus State faculty member to deliver instruction via two-way audio/video-conferencing and web-based course delivery. He is highly recommended for the honor of emeritus status in recognition of his valued service and many contributions to the college. The President introduced Mr. Campolo from the audience.

Member Flowers moved, Member Mead seconded, that the Board of Trustees grant emeritus status to Anthony Campolo effective June 1, 2006.

A voice vote was taken, and the motion passed unanimously.

EMERITUS STATUS FOR CARL HEMMELER III

President Moeller advised that Carl Hemmeler III has been a valued employee of the college for 25 years, retiring as the Administrator of the Transitional Workforce Department. Carl has made many contributions in his 25 years at the college, being instrumental in the startup of the Real Estate and Appraisal programs. He has received many awards and certifications including Educator of the Year for 3 years (1994, 1995, and 1996) awarded by the Columbus Board of Realtors, and the Ohio Educator of the Year (1998) awarded by the Ohio Association of Realtors. He is highly recommended for the honor of emeritus status in recognition of his valued service and many contributions to the college. The President introduced Mr. Hemmeler from the audience.

Member Keller moved, Member Scheiman seconded, that the Board of Trustees grant emeritus status to Carl Hemmeler III effective June 1, 2006.

A voice vote was taken, and the motion passed unanimously.

EMERITUS STATUS FOR JACK KOCKENTIET

President Moeller advised that Jack Kockentiet has been a valued employee of the college for 33 years, retiring as a Professor of Accounting in the Accounting and Finance Department. Jack has been a principal guardian of the program's rigorous accounting curriculum throughout his tenure at the college; and with his colleagues in the department, he has worked hard to maintain access to the Certified Public Accountant (CPA) exam for graduates of associate degree accounting programs. The Accounting Department's "Laptop Project" in 1995 was one of the college's earliest technology-mediated learning projects. Jack's participation paved the way for the web-based courses and degree programs that are essential instructional offerings at the college today. He is highly recommended for the honor of emeritus status in recognition of his valued service and many contributions to the college. The President introduced Mr. Kockentiet from the audience.

Member Keller moved, Member Mead seconded, that the Board of Trustees grant emeritus status to Jack Kockentiet effective June 1, 2006.

A voice vote was taken, and the motion passed unanimously.

EMERITUS STATUS FOR LARRY LANCE

President Moeller advised that Larry Lance has been a valued employee of the college for 37 years, retiring as Chairperson of the Mathematics Department, which during his leadership became state and national leaders in mathematics pedagogy. Under his guidance, Columbus State was a pioneering institution in the use of personal computer laboratories for mathematics instruction in the 1980's. This was followed quickly by the adaptation of graphing calculators for instructional purposes as a tool for teaching and learning mathematics. Through these pioneering efforts the mathematics department at Columbus State was selected by Texas Instruments as the lead institution in the Midwest to host TQ3 national conferences to teach teachers to teach with the new technology. The impact literally spans the entire spectrum of K-16 mathematics instruction.

During his career, Larry was heavily involved as a consultant with ACT for the development of the nationally normed placement test for postsecondary mathematics placement. As a Beta site for ACT, the department played a significant role in making COMPASS, the computerized test, the standard placement instrument in Ohio and the most widely used college placement exam in the United States. Additionally, mathematics faculty have become a statewide resource for a wide variety of curricular initiatives with the Ohio Department of Education and the Ohio Board of Regents, including the establishment of exit standards to align high school mathematics curriculum with entry-level college algebra. He is highly recommended for the honor of emeritus status in recognition of his valued service and many contributions to the college. The President introduced Mr. Lance from the audience.

Member Scheiman moved, Member Keller seconded, that the Board of Trustees grant emeritus status to Larry Lance effective June 1, 2006.

A voice vote was taken, and the motion passed unanimously.

EMERITUS STATUS FOR PATRICIA ROPER

President Moeller advised that Patricia Roper has been a valued employee of the college for 30 years, retiring as a Professor of Nursing in the Nursing and Related Services Department. As evidenced by the multiple times she has been asked by the students to participate in their pinning ceremonies, and been sought out for advice and counseling, it is certain that she has made a difference in many lives. Within the department, Pat was a leader. She led the faculty group through the first accreditation process and was the writer of that initial document. She has mentored new faculty members, both adjunct and full-time. She 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 Scheiman seconded, that the Board of Trustees grant emeritus status to Patricia Roper effective June 1, 2006.

A voice vote was taken, and the motion passed unanimously.

TENURE APPOINTMENTS:

Member Dolan moved, Member Mead seconded, that the following individuals be granted tenure effective at the beginning of the 2006-2007 contract year:

Thomas Barrowman - Real Estate Technology
Sherry Crawford-Eyen - Mathematics Dept.
Kyriakoula Drakatos - Humanities
Terry Eisele - Modern Languages Dept.
Kent Fisher - Biological & Physical Sciences
Thomas Fogle - Computer Information Technology
Connie Grossman - Dental Hygiene Technology
Mary Lou Guillory - Early Childhood Development
Michael Hailu - Biological & Physical Sciences
Mary Insabella - Computer Information Technology
Kip Knott - Communication Skills
Beth McGrath - Computer Information Technology
Patricia Opong - Computer Information Technology
Mary Reiter - Social & Behavioral Sciences
Patricia Rowe - Developmental Education Dept.

And that the following individuals be granted tenure and be promoted in rank to Assistant Professor effective at the beginning of the 2006-2007 contract year:

Paul Carringer - Marketing
Judith Anderson - Communication Skills Dept.
Richard Bartlett - Business Management
Lilia Bermudez - Social & Behavioral Sciences
Linda Berton - Modern Languages Dept.
Joy Bonnavier - Nursing & Related Services
Carmen Daniels - Business Management
Timothy Davis - Humanities Dept.
Thomas Duda - Mathematics Dept.
John Gabelman - Accounting Technology
Paul Graves - Humanities Dept.
Douglas Gray - Communication Skills Dept.
Traci Haynes - Social & Behavioral Sciences
Randy Mogg - Biological & Physical Sciences
Barbara Kerr - Nursing & Related Services
James Kinnach - Developmental Education
Tracy Koski - Developmental Education
April Magoteaux - Nursing & Related Services
Brenna Michelis - Developmental Education
Adam Moskowitz - Social & Behavioral Sciences
John Nedel - Mathematics Dept.
Nikki Pearce - Mathematics Dept.
Joan Petrusky - Communication Skills Dept.
Rita Rice - Communication Skills Dept.

Jeffery Richardson - Biological & Physical Sciences
Robert Stein - Technical Communications

A voice vote was taken, and the motion passed unanimously.

CONSENT AGENDA:

The consent agenda includes the following items:

- (1) **Revision of Policy No. 9-08 (Surplus Property).**
- (2) **11-S Parking Lot Renovations.**
- (3) **Wayfinding (Signage) Budget Allocation.**
- (4) **Equipment Funds for Fiscal Year 2007.**
- (5) **Compensation Adjustments for Employees for Fiscal Year 2007.**
- (6) **Personnel Information Items.**

Member Scheiman moved, Member Edgar seconded, that the Board of Trustees:

- (1) Approve the attached revisions to Policy No. 9-08 (Surplus Property) to become effective June 1, 2006, replacing the previous policy dated October 15, 1985 [*see Attachment A*].
- (2) Authorize an additional \$50,000 for the 11-S Parking Lot Repair and Renovation project from the State of Ohio Basic Renovations allocation; and authorize the bid listed below to Strawser Paving Company for renovation of Parking Lot 11-S, which is located on the northeast corner of Cleveland Avenue and Spring Street.

<u>Contract</u>	<u>Contractor</u>	<u>Actual Quote</u>	<u>Bid Estimate</u>
General	Strawser Paving Company	\$ 495,149	\$ 450,573

- (3) Approve a capital project budget of \$275,000 from the FY-2006 Capital Improvements allocation for the initial phase of the Wayfinding (Signage) Program on the Columbus Campus.
- (4) Authorize the purchase of equipment as detailed on the attachment: \$2.7 million from the Fiscal Year 2007 General Fund-Capital Equipment, and \$415 from the Bookstore's Auxiliary Services Fund [*see Attachment B*].

- (5) Allocate in the FY-2007 Operating Budget \$2,088,315 from the general fund and \$69,433 from auxiliary services fund for pay increases as follows:

Full-time non-union staff and administrators:

1. That the current non-union staff and administrator salary ranges be amended to reflect a 2.5% increase at both the top and bottom of the range [see Attachment C].
2. That salary adjustments for those 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 Resource Department.
3. That the pool of monies approved (4.25% percent) for non-union staff and administrator full-time salary adjustments (who are evaluated on a merit basis) be \$1,192,195 (general fund) and \$46,266 (auxiliary fund) (annual basis).
4. That a one-time compensation of \$500 to defray the increased cost of healthcare be given to all non-union staff and administrators (\$212,500 for the general fund, \$10,000 for the auxiliary fund).
5. The above actions become effective with the pay period that includes July 1, 2006.

Adjunct Faculty:

6. Effective with the pay period that includes July 1, 2006, all adjunct faculty will be paid the flat rate of \$40 per contact hour and that the cost of implementation of this rate is approximately \$480,918.

Part-time Employees:

7. Effective with the pay period that includes July 1, 2006, all part-time employees will receive a 4.25% increase in the hourly wage rate. The cost to implement this recommendation is approximately \$202,702 (general fund) and \$13,167 (auxiliary fund).

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Finn
NAYS: None

OPERATING BUDGET FOR FISCAL YEAR 2007:

Member Flowers moved, Member Mead seconded, that the Board of Trustees approve the Fiscal Year 2007 operating budgets for Columbus State Community College, the Child Development Center, and the Bookstore [see Attachment D].

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Finn
NAYS: None

FINANCIAL STATEMENTS:

Member Edgar moved, Member Dolan seconded, that the financial statements as of and for the ten months ended April 30, 2006, be accepted as presented.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Finn
NAYS: None

PRESIDENT'S REPORT:

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

- (1) Tom Erney, Dean of Instructional Services, was awarded the Distance Learning Association's 2006 Wagner Award for Innovation in Distance Learning Administration. This award recognizes an individual's development of innovative solutions to the challenges of distance education, which include maintaining the core values of higher education, training issues, retention, evaluation, assessment, student and faculty support, and online services. Erney will receive the award at the DLA conference in June in Georgia.
- (2) Dr. Marilyn Howard, Assistant Professor in Social and Behavioral Sciences, has been named to the Who's Who of American Women for 2006. The recognition comes from the publishers of *Who's Who in America*.
- (3) Our new ex officio student representative, David Kerr, was named International Vice-President of Division 1 of Phi Theta Kappa, the international honor society for two-year colleges, during PTK's international convention in Seattle. Holding an international office is considered the highest pinnacle of student leadership within Phi Theta Kappa.
- (4) A team of Columbus State employees, and teachers and students from East High School, under the corporate sponsorship of American Electric Power, recently combined to win the Robotics Competition at the annual FIRST Buckeye Regional Competition held in Cleveland in March.

Vince Borghese (instructor in Electronic Engineering Technology), Laurie Johns (Administrator of K-12 Programs), and Laurie's husband Ted Johns (adjunct instructor in Engineering Technologies) worked with students at East High School to build, test, and compete their robot, which was designed to "play a game" against other robots built by high school teams.

Our robot won the most matches and scored the most points in the 3 days of competition against 42 other robots. Our team also won the "Imagery Award" given to the team with the best-looking graphics on their robot and matching team uniforms.

- (5) Columbus State's Landscape Design/Build students came in fifth in the nation in the recent Professional Landcare Network's Student Career Days. Columbus State was the only two-year college in the top 5, and the only top-5 school not from the West Coast. Landscape professor Steve O'Neal indicates that Columbus State is the leading college east of the Rockies in this field. Twenty-one of our students attend the competition at Brigham Young University in Provo, Utah, which drew nearly 900 student competitors from across the country.

Individual student accomplishments include:

Lou Foster - finished No. 9 out of all student competitors. (Lou is a student and also a member of the college's grounds crew.)
Jason Douglas - No. 1 in Pest Identification.
Caleb Auman and Andrew Root - No. 1 in Paving.
Rachael Morrison - No. 2 in Exterior Landscape Design.
Katherine Andres - Received a \$1,000 scholarship from the Associated Landscape Contractors of America.

Columbus State is one of only 17 schools in the nation accredited by the Professional Landcare Network, known as PLANET.

- (6) In March, Columbus State's Aviation Maintenance Technology hosted the 15th Annual Ohio Aviation Maintenance Symposium at Bolton Field. More than 400 aviation maintenance technicians from corporate flight departments, airlines, and repair facilities in Ohio, Kentucky, and Indiana attended seminars and received FAA-approved training. Two Columbus State students, Jeremy McMullen and Charlie Lawrence, were honored for their academic achievement by the Central Ohio Professional Aviation Maintenance Association. They each received a \$500 scholarship.
- (7) Ten Columbus State students from the Construction Sciences Department received a combined total of \$8,500 in financial aid from the Builders Exchange of Central Ohio Scholarship Program. Recipients were:

Linda Anderson
Steven Brutsche
Anita Callion
Thomas Coalter
Russell Moeller
Carrie Parrish-Flegle
Daniel Poole
Sarah Richardson
Matthew Rietschlin
Jason White

- (8) Accreditation update -- The college's reaccreditation with the Higher Learning Commission of the North Central Association of Colleges and Schools will be coming up in 2009-2010. Preparation for this begins now. With new processes introduced by the Commission, colleges have a choice of how to handle their accreditation renewal. Columbus State has submitted an application to NCA for the AQIP (Academic Quality Improvement Program) process, which deals with issues identified by the college which it would like to improve. Working on those issues then becomes the basis for the accreditation evaluation over the ensuing seven years. This choice must be prior approved by NCA. If approved, the next steps in the process would be a Constellation Survey in summer 2006; a Conversation Day in fall 2006; and a Strategy Forum in spring 2007. The Board will be advised of the status of this process.
- (8) Under the leadership of the Knowledgeworks Foundation, community colleges and career centers have been working for three years to look at the aspects of adult learners. They are looking at the possibility of having an entity to oversee the area of adult education.
- (9) In national news, the Spellings Commission has been having hearings for the last eight months on access, affordability, and accountability in education. They are analyzing issues and proposals regarding the 17 federal programs for student financial aid.
- (10) On June 1, 2006, Columbus State will be hosting a program with Hill Harper, star of the television series "CSI: New York." Mr. Harper will be speaking regarding his newly published book entitled *Letters to a Young Brother*.
- (11) The Ohio Board of Regents will be sponsoring a trustees conference on June 5 and 6, 2006, at the Columbus Renaissance Hotel.
- (12) Spring Quarter graduation will be held on Friday, June 9, at Veterans Memorial Auditorium.
- (13) A "Women and Money" conference will be held on June 23 in our new conference center.

NEW BUSINESS:

President Moeller discussed information which had been forwarded to the Board of Trustees regarding full-time versus part-time faculty ratio. The Ohio Board of Regents has a

guideline of 40% full-time to 60% part-time faculty. In the year 2000, the college initiated an effort to hire more full-time faculty over the ensuing years in order to attain the 40/60 ratio. In autumn 2000, 16 new full-time faculty were hired. In autumn 2002, 8 new full-time faculty were hired, as were 8 more in autumn 2003. In autumn 2004, 4 were hired. Because of an 11% enrollment drop in the autumn of 2004, no new faculty were hired in autumn 2005. This year we are resuming the plan and are in the process of hiring 8 more full-time faculty.

The primary issue in full-time versus part-time faculty is the quality of instruction. Columbus State does not feel that quality is diminished by using adjunct faculty. Both full-time and part-time faculty are required to have the same qualifications to teach. Adjunct faculty have extensive training and orientation and are evaluated on a regular basis. Assessment of student outcomes is a continuing process to ensure that quality instruction is consistently taking place.

The President indicated that the calculation of full-time to part-time faculty ratios were as follows:

Autumn 2004 - 39.6%
Winter 2005 - 42.9%
Spring 2005 - 42.8%
Autumn 2005 - 40.7%

BOARD CHAIR COMMENTS:

Chairperson Finn advised that on behalf of the Board of Trustees, they are publicly acknowledging their 100% support of President Moeller. The Board is very supportive of the administration and the staff in their continuing accomplishments and efforts to make the college the best there is. The Board appreciates the fine work that is being done.

PUBLIC PARTICIPATION:

The following individuals addressed the Board:

- (1) Darrell A. Powers, a student, referred the Board to the latest edition of the student newspaper entitled *The Cougar News*. He has an article published in that issue. He also mentioned that he had invited Board members to come to the campus to speak one-on-one with the students, and has not yet received a response.

- (2) Steve Abbott, a faculty member in the Communication Skills Department and President of the Columbus State Education Association, expressed his continuing concern about adjunct faculty not having a voice on campus. He feels that the current shared governance model does not afford them adequate participation. He also complained about the length of time it takes for adjunct faculty to receive their paychecks, which should be shortened from the 30 days they go without pay. Mr. Abbott disagreed with the President's figures on full-time to part-time faculty, expressing his opinion that 75% of the faculty are adjunct. Chairperson Finn requested that President Moeller continue to look into this issue and report back to the Board with further information
- (3) Dr. R. Michael Snider, retired Provost, expressed his appreciation for 33 years at the college. He has seen much wonderful progress and growth, and he has been continuously excited about participating in so many outstanding endeavors and accomplishments.

EXECUTIVE SESSION:

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

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Finn
NAYS: None

The Board of Trustees adjourned to Executive Session at 7:48 p.m. and reconvened the regular meeting at 9:05 p.m.

ADJOURNMENT:

The meeting was adjourned at 9:05 p.m.

M. Valeriana Moeller
Secretary, Board of Trustees