

COLUMBUS STATE

COMMUNITY COLLEGE

COLUMBUS STATE COMMUNITY COLLEGE

Board of Trustees Committee of the Whole

Pete Grimes Board Room, Franklin Hall

September 15, 2016

MINUTES

- Present: Michael E. Flowers, Chair
Dianne A. Radigan, Vice-Chair
Valoria C. Hoover, Board
Catherine M. Lyttle, Board
Robert P. Restrepo, Jr., Board
Poe A. Timmons, Board
Kirt A. Walker, Board
Dr. David T. Harrison, President
Dr. Rebecca Butler, Vice President
- Dr. Jack Cooley, Senior Vice President
Kimberly Hall, Senior Vice President and
General Counsel
Aletha Shipley, Vice President and
Chief Financial Officer
James Beidler, Interim Vice President
Aissatou Bah, Ex Officio Student
Yaizmen Fayne, Ex Officio Staff
Jackie DeGenova, In-House Counsel
- Absent: Jami S. Dewolf, Board; Dr. Richard D. Rosen, Board; Allen Kraus, Vice President;
Thomas Shanahan, Ex-Officio Faculty
- Guests: Michael Bongiorno, Project Design Lead, DesignGroup; Jamie Greene, Principal,
planningNEXT; Terri Gehr, Senior Advisor to the President, Columbus State;
Pam Bishop, Executive Director, Columbus State Foundation; and Stephen
Karapasha, Intern, Capital University

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees, Committee of the Whole, was held on Thursday, September 15, 2016, in the Pete Grimes Board Room, Franklin Hall, Columbus State Community College. The meeting was called to order by Chair Michael E. Flowers at 12:15 p.m.

ROLL CALL:

- Present: Michael E. Flowers, Chair
Dianne A. Radigan, Vice-Chair
Valoria C. Hoover
Catherine M. Lyttle
Robert P. Restrepo, Jr.
Poe A. Timmons
Kirt A. Walker

DAVID T. HARRISON Ph.D. PRESIDENT

CERTIFICATION OF COMPLIANCE:

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

COLLEGE'S MISSION AND VISION STATEMENTS:

Trustee Kirt A. Walker read the College's Mission and Vision Statements.

OPENING REMARKS FROM CHAIR FLOWERS:

Chair Flowers encouraged the Board to attend the joint meeting of the Columbus State Board of Trustees and the Foundation Board of Directors for a discussion on how the collective leadership and vision will transform Columbus State Community College, the Discovery District, and the future of culinary and hospitality education in the region. The event is scheduled for Tuesday, September 27, 2016, from 5:00-7:00 p.m. at the Columbus Museum of Art.

OPENING REMARKS FROM PRESIDENT HARRISON:

The following guests and new ex-officio Board members were introduced.

- Ms. Jackie DeGenova introduced Stephen Karapasha, an intern from Capital University who is assisting in the Legal Office this semester.
- Jamie Greene, Principal, planning-NEXT, has been hired as the Planner for Columbus State to help with the College's capital planning and connectivity in the community.
- Michael Bongiorno, Project Design Lead, DesignGroup is the architect for the School of Hospitality Management and Culinary Arts.
- Dr. Rebecca Butler, new Vice President for Enrollment Management and Student Services. Dr. Butler recently served as Vice President of Enrollment Management at the University of Finley. Prior to that, she had a long and successful career at Sinclair Community College. While she was at Sinclair Community College, she was the initial statewide leader for the Gates Foundation's Completion by Design work. Dr. Butler has a diverse background with regard to community colleges and private institutions.

- Dr. Harrison thanked Jim Beidler for serving as Interim Vice President of Information Technology since December 2015. President Harrison recognized him for serving with a great spirit and attitude, and also for his commitment and leadership to the College.
- Three new ex-officio Board members:

Aissatou Bah, Student Ex-officio. Ms. Bah began at Columbus State in January 2014. She is an active student leader at the College, member of Phi Theta Kappa, Honors Program, STEM Club, Columbus State Leadership Institute Society. She served as a peer advocate and a student ambassador last year, and she is a student ambassador coordinator this year. She has started classes at The Ohio State University in molecular science. She will finish her associate degree this spring.

Yaizmen Fayne, Staff Ex-officio. Ms. Fayne is President of Staff Advisory Council. She is a Columbus State graduate from the Business Management program. Ms. Fayne finished her bachelor's degree from Franklin University in the 3+1 program and then continued on to obtain her master's degree from Concordia University. Ms. Fayne started working at Columbus State in the Upward Bound program and has held many different positions at the College. She currently is a Coordinator at the Westerville Regional Learning Center. Ms. Fayne serves on the Board of Directors for a local K-12 charter school, and is a mentor with Women's Connection.

Tom Shanahan, Faculty Ex-officio. Mr. Shanahan is President of the Columbus State Education Association. He is a Professor in Justice, Safety & Legal Studies. Mr. Shanahan is an attorney and has been with the College for a number of years. The President noted that Mr. Shanahan was not in attendance and would be officially introduced at the Board meeting next week.

APPROVAL OF MINUTES:

Member Lyttle moved, Member Walker seconded, that the minutes of the regular meeting of the Board of Trustees, Committee of the Whole, held on Thursday, July 21, 2016, be approved as presented.

A vote was taken which resulted in:

AYES: Members Flowers, Radigan, Hoover, Lyttle, Restrepo,
Timmons, Walker

NAYS: None

REVISE CURRENT POLICY NO. 3-02, EMPLOYMENT:

President Harrison explained that the current Policy should be updated to reinforce that the Board of Trustee's express commitment to advancing diversity among faculty and staff. The proposed revisions to this Policy will reflect the College's commitment to a comprehensive approach to diversity, including proactive recruitment efforts to reach diverse candidates, fair recruitment and selection practices consistent with the Equal Employment Opportunity Act, and programs to retain and advance employees from underrepresented populations.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

AWARDING OF EMERITUS STATUS:

Ms. Kim Hall reviewed the qualifications for emeritus status. The following retirees were presented to the Board for approval of Emeritus Status:

Associate Professor Susan Donohue, Allied Health Programs
Ms. Jennifer Leggett, Office of the Registrar
Dr. Andrew Rezin, Chair, Automotive & Applied Technologies
Professor Carolyn Steffl, Justice & Safety
Professor Amy Weber, Nursing

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

APPROVAL OF 2016 EFFICIENCY REPORT:

The College's 2016 Efficiency Report includes many implementation plans that build upon current efficiency measures that support our commitment to stewardship, affordability, and student success. After the Board votes on the 2016 Efficiency Report next week, the Ohio Department of Higher Education will be notified of the Board's approval.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

NEW POLICY NO. 3-47, SUICIDE PREVENTION AND RESPONSE:

Ms. Kim Hall explained that the General Assembly included, as a part of House Bill 28, a requirement that all public institutions of higher education develop and implement a policy that ensures students and staff are properly advised on the suicide prevention resources that are available on and off campus. This Policy is a codification of the resources Columbus State presently has in place.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

REVISE CURRENT POLICY NO. 5-10, COURSE OUTLINES AND SYLLABI:

Dr. Jack Cooley explained the College's Academic Council recommended revisions to Policy No. 5-10 to align with the College's transition from the use of Course Outlines to Course Proposals. The Policy provides that master course proposals, master course syllabi, and course selection syllabi shall be prepared in accordance with proposed updates to Procedure Nos. 5-10 (A) and (B). A website will be developed to house all applicable procedures and guidelines. Faculty will provide a summary of the most important updates and refer students to the website. Faculty will then address primarily the academic syllabi so they can be clear with students regarding course expectations. Dr. Cooley explained this process will be a way for faculty to get the information they want students to be exposed to about new policies and laws; but at the same time, focus on the academics of the course.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

REVISE 2016 DATES FOR THE COMMITTEE OF THE WHOLE AND BOARD OF TRUSTEES MEETINGS:

Chair Flowers presented a revised 2016 Board of Trustees and Committee of the Whole schedule specifically eliminating both November 2016 meetings.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

FINANCIAL STATEMENTS AS OF, AND FOR THE TWO MONTHS ENDED AUGUST 31, 2016:

Ms. Aletha Shipley reported on the College's financial statements as of, and for the two months ended August 31, 2016. Ms. Shipley stated the College is on target with the budget at this time.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

PERSONNEL INFORMATION ITEMS:

The Personnel Information Items are presented to the Board for informational purposes only.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

EXECUTIVE SESSION:

Member Radigan moved, Member Hoover seconded, that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code §121.22 to consider the purchase of property for public purposes.

A vote was taken which resulted in:

AYES: Members Flowers, Radigan, Hoover, Lyttle, Restrepo, Timmons,
Walker

NAYS: None

The regular meeting of the Board of Trustees reconvened from Executive Session at 1:30 p.m.

DISCUSSION OF CURRENT ISSUES:

President Harrison introduced Michael Bongiorno, Project Design Lead from DesignGroup. DesignGroup has been selected by a team from Columbus State, Kitchen Cabinet, and the Ohio Facilities Construction Commission to be the architectural firm for the design of the new Hospitality Management and Culinary Arts building.

Mr. Bongiorno gave a brief overview of the DesignGroup, highlighting the following:

- 44+ years of experience
- Design and planning experience in 25 states
- Served over 20 colleges and universities nationwide
- Sustainability matters – over 30 LEED projects
- Client mission-driven design philosophy
- 90 project and firm awards
- Design excellence without drama

The kick-off meeting with DesignGroup, Cameron Mitchell, David Miller, and Columbus State representatives was held on September 9, 2016. DesignGroup and participants at the kick-off meeting reviewed the Columbus State Master Plan and possible sites for the new building. The team evaluated site options based upon the following criteria:

- Proximate to core campus
- Improves visibility and image
- Respects surrounding city grid
- Convenient to transit opportunities
- Encourages community/partner engagement
- Frames new campus space

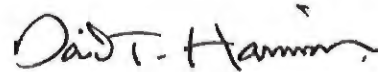
- Provides flexibility for future development
- Minimizes utility infrastructure costs

Based upon this analysis, the team identified the corner of Mount Vernon and Cleveland Avenues as the recommended location for the Hospitality Management and Culinary Arts building. This location allows for the opportunity to enhance the streetscape; frame green space, highlight and strengthen a key intersection, and provide space for indoor and outdoor activities.

Chair Flowers stated that the recommended site works well for present and long-term development opportunities. Mr. Bongiorno reviewed a draft Project Schedule and there was consensus from the Board to continue pursuing this endeavor.

The Committee of the Whole agreed to refer this item to the Board of Trustees for approval.

There being no further items to come before the Committee, the meeting was adjourned at 2:10 p.m.



David T. Harrison, Ph.D.
Secretary, Board of Trustees