



COLUMBUS STATE COMMUNITY COLLEGE
Board of Trustees Committee of the Whole
Pete Grimes Board Room
July 21, 2011

MINUTES

Present:

Poe A. Timmons, Chair	Terri Gehr, Senior Vice President and Chief Financial Officer
Dr. Richard H. Owens, Vice-Chair	Will Kopp, Vice President
A. Lynne Bowman, Board	Dr. Janet Rogers, Vice President
William J. Dolan, Board	Tim Wagner, Vice President
Michael E. Flowers, Board	Jackie DeGenova, In-House Counsel
Anne Lopez-Walton, Board	Susan Thomas, Ex Officio, Staff
Dr. David T. Harrison, President	Darrel Minor, Ex Officio, Faculty
Dr. Deborah Coleman, Vice President	
Dr. Jack Cooley, Senior Vice President	

Absent:

Dianne A. Radigan, Board and Richard D. Rosen, Board
Hamid Danesh, Vice President
Jillian Woltz, Ex Officio, Student

Ms. Poe Timmons, Board Chair, called the meeting to order at 12:18 p.m. The Chair then turned the meeting over to Dr. David Harrison who requested that Mr. Tim Wagner begin discussion on the first item on the agenda.

(1) New Policy: Phased Retirement

This policy would allow for the careful planning of a transition for employees in key positions who are preparing to retire. Pending retirees would assist with the training and mentoring of his/her replacement as well as other junior supervisors and staff. Also, with the phased retirement process, much of the history of the College is preserved. The design of the program allows for a measured transition for the retiree with a decreasing role and time commitment. This is designed to work in tandem with the voluntary cash separation incentive that the Board has already approved to allow for key employees to complete critical assignments.

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

(2) **New Policy: Telecommuting**

Tim Wagner explained that telecommuting is generally considered to be a working arrangement that allows an employee to work from a remote site, usually the employee's home. If this is implemented with the College's goals and objectives as a foremost consideration, telecommuting can provide work flexibility, space conservation, new recruitment and retention opportunities, and can yield cost savings for the College. Not all positions would qualify for this arrangement and an extensive assessment of the individual with the supervisor will need to be done to make sure that the skill set fits the employee and the situation.

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

(3) **Allocation of Deferred SSI Payment**

Dr. Harrison explained that in September 2010 the Ohio Board of Regents advised institutions of higher education that payment of a significant portion of each institution's June 2011 State Share of Instruction (SSI) subsidy would be deferred into the new biennium. The deferral was commonly referred to as a "planned lapse". For Columbus State, the deferred payment totaled \$4.1 million. Columbus State adjusted its operating budget at mid-year (January 2011) and excluded this amount from its projected SSI allocation.

Dr. Harrison requested a one-time compensation for the College's non-union staff and administrators who met performance expectations for the period July 1 2010 through June 30, 2011. Full-time employees would receive a one-time compensation of \$2,000 and part-time employees would receive a one-time compensation of \$1,000. Compensation adjustments for employees in bargaining units are governed by contract. The one-time compensation would be \$2.3 million. The remaining 1.8 million would then be allocated to Capital Improvements and Land Acquisition.

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

(4) **Preliminary Year-End Financial Statements as of June 30, 2011**

Ms. Terri Gehr gave an overview of the preliminary year-end financial statements highlighting the tuition and expenses. She stated Columbus State will be audited over the upcoming months and then in January the final financial statements will be presented.

The College is requesting that the financial statements as of and for the year ended, June 30, 2011 be accepted as presented.

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

(5) **Personnel Information Items**

There was no discussion on the Personnel Information Items as they are presented for Informational purposes only.

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

(6) **Executive Session**

Vice Chair Owens moved, and Trustee Lopez-Walton seconded, that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code Section 121.22 for the purpose to review of the CSEA collective bargaining sessions and to consider the employment goals for Dr. David Harrison for 2011-12.

A vote was taken which resulted in:

AYES: Members Timmons, Owens, Bowman, Dolan, Flowers, Lopez-Walton

NAYS: None

The Board of Trustees adjourned to Executive Session at 12:37 p.m.

There being no further items to come before the Committee, the meeting was adjourned at 1:10 p.m.