



COLUMBUS STATE COMMUNITY COLLEGE
Board of Trustees Committee of the Whole
Pete Grimes Board Room
January 19, 2012

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
Michael E. Flowers, Board	Carol Thomas, Interim Vice President, Campus Works
Valoria C. Hoover, Board	Tim Wagner, Vice President
Anne Lopez-Walton, Board	Jackie DeGenova, In-House Counsel
Dianne A. Radigan, Board	Darrel Minor, Ex Officio, Faculty
Dr. David T. Harrison, President	Susan Thomas, Ex Officio, Staff
Dr. Deborah Coleman, Vice President	
Dr. Jack Cooley, Senior Vice President	

Absent:

Richard D. Rosen, Board
Jillian Woltz, Ex Officio, Student

Ms. Poe Timmons, Board Chair, called the meeting to order at 12:07 p.m. The Chair then turned the meeting over to Dr. Harrison who requested that Ms. Gehr, Senior Vice President for Business and Administrative Services and CFO begin discussions on the first item on the agenda.

(1) Auditor's Report

Ms. Terri Gehr, requested that Ms. Aletha Shipley, Director of Business Services introduce the team that worked on the audit. Ms. Shipley introduced Ms. Ann Helfrich, Supervisor of Financial Accounting and Reporting and Ms. Jan Ellis, Director of Accounting and the Associate Controller.

Ms. Shipley reviewed financial highlights that illuminated the College's growth and solid financial standing, and then introduced Tim Grant and Bart Henning representatives from the auditing firm Parms & Company, LLC. Official copies of the audited financial statements were distributed to the Committee of the Whole in advance of the meeting for review.

Mr. Grant reviewed the Work Products which was the overall audit of the College and included the Development Foundation. He stated that it was a clean opinion on the College and the Development Foundation financials. There is a separate audit report on the Development Foundation, so copies can be distributed to the stakeholders. Parms & Company, LLC filed the audit electronically with the Auditor of the State in mid-October as required and the audit was formally approved by the Auditor of State on January 10, 2012. There were no corrections made by the Auditor of the State and it was accepted without any corrections.

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

(2) **Revised Fiscal Year 2012 Operating Budget**

Ms. Terri Gehr introduced Ms. Rhonda Ward, Director of Budget and Financial Planning. Ms. Gehr explained that the budget did not look much different than the budget that was presented to the Board in May 2011.

Ms. Gehr stated that as the State of Ohio's FY12-13 budget was being deliberated during the Spring of 2011, the College was preparing its FY12 operating budget. For planning purposes, the College assumed that its State subsidy would be reduced by at least \$9.3 million or 14.6%, the portion of the subsidy in FY10 and FY11 that was funded with one-time Federal stimulus monies. The impact of this reduction was curbed because the College's enrollment continued to grow, and because the Governor and legislature maintained higher education as a policy priority in the State's FY12-13 biennial budget. The College's FY12 state subsidy allocation is 9% less than the subsidy received in FY11.

Additionally, the original FY12 budget was built on reallocations resulting from tighter budgeting and efficiency savings which allowed the College to hold tuition at \$79/credit hour for the sixth consecutive year, while allowing for the hiring of additional faculty, additional staff to enhance student support services and public safety, and for strategic initiatives to position the College to meet the region's higher education and workforce development needs.

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

(3) **Awarding of Emeritus Status**

Emeritus status was brought forward for the following four retirees:

- Professor Steve Abbott, English
- Ms. Lou Ann Carman, Supervisor, Payroll
- Professor Nancy Kephart, Communication
- Professor Edward Martin, English

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

(4) **Revision of Polices**

Dr. Harrison explained that the following Policies were reviewed for content changes needed to convert to semesters, Ohio Board of Regents (OBOR) requirements, to align with the new CSEA collective bargaining agreement and to reflect clean-up and/or alignment with Board policy.

- No. 3-05 Vacation
- No. 3-06 Overtime
- No. 3-08 Fringe Benefits
- No. 3-10 Sick Leave
- No. 3-16 Interruption of Campus Operations
- No. 5-03 Sabbatical Leave
- No. 5-08 Graduation Requirements

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

(5) **Financial Statements as of and for the Six Months Ended, December 31, 2011**

Ms. Gehr reported on the College's financial statements as of and for the six months ended, December 31, 2011, a copy of which was distributed in advance to the Committee for review. Ms. Gehr also noted that starting this month they include the proposed revised budget as the comparative year end.

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

(6) **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.

There being no further items to come before the Committee, the meeting was adjourned at 1:14 p.m.