

# COLUMBUS STATE

COMMUNITY COLLEGE

## COLUMBUS STATE COMMUNITY COLLEGE

Board of Trustees Committee of the Whole

Center for Workforce Development

Conference Center

November 12, 2021

### MINUTES

Present: R. Anthony Joseph, Esq., Chairperson  
Corrine M. Burger, Vice-Chairperson  
James R. Fowler, Trustee  
Stephanie Green, Trustee  
Terri Meldrum, Esq., Trustee  
Jerome Revish, Trustee  
Rick Ritzler, Trustee  
Dr. David T. Harrison, President

Aletha M. Shipley, Senior Vice President  
Allen Kraus, Vice President  
Almar Walter, Vice President  
Charles W. Noble III, Esq., Chief of Staff  
Dr. Desiree Polk-Bland, Vice President  
Dr. Jennifer Anderson, Associate Vice President  
Kathryn Trombitas, Vice President  
Kelly Weir, Associate Vice President  
Dr. Martin Maliwesky, Vice President  
Dr. Michael Babb, Vice President  
Dr. Rebecca Butler, Executive Vice President  
Richard Hatcher, Vice President  
Jason Love, Ex-Officio, Staff

Absent: Tenisha McKay, Student Ex-Officio  
Thomas Shanahan, Faculty Ex-Officio

Guest: John Ammendola, CEO, Grange Insurance

### CALL TO ORDER:

The Columbus State Community College Committee of the Whole meeting was held on Friday, November 12, 2021 in the 4<sup>th</sup> Floor Ballroom in the Center for Workforce Development. The meeting was called to order by Chair R. Anthony Joseph at 8:00 a.m.

### CERTIFICATION OF COMPLIANCE:

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

### OATH OF OFFICE FOR NEW TRUSTEES:

Two new Trustees have been appointed to the Board of Trustees. Mr. John Ammendola, CEO of Grange Insurance, and Ms. Sandy Doyle-Ahern, CEO of EMHT. Mr. Ammendola's appointment is effective December 6, 2021, and Ms. Doyle's appointment is effective November 20, 2021.

The Oath of Office will be administered to both of the new Trustees at an upcoming meeting.

**OPENING REMARKS FROM PRESIDENT HARRISON:**

President Harrison welcomed the Trustees and those in attendance. He also thanked college staff and leadership for all their efforts on Columbus Promise, which was formally launched at an announcement on Wednesday, November 10, 2021.

President Harrison recognized and congratulated Trustee Stephanie Green as the incoming Board Chair for CAPA. Dr. Harrison also acknowledged Veteran’s Day and expressed gratitude for all of those who have served.

Lastly, Chair Joseph congratulated the college on behalf of the Board of Trustees for the Columbus Promise announcement and launch. Chair Joseph highlighted the transformative opportunity for the College and community.

**APPROVAL OF MINUTES:**

**Member Green moved,** Vice-Chair Burger seconded that the minutes of the regular meeting of the Board of Trustees, Committee of the Whole, held on Friday, September 17, 2021, be approved, as presented.

A vote was taken, which resulted in:

AYES: Members Joseph, Burger, Fowler, Green, Meldrum, Revish,  
Ritzler

NAYS: None

**RESOLUTION OF THE BOARD OF TRUSTEES IN HONOR OF COLUMBUS CITY  
COUNCILMEMBER PRISCILLA TYSON’S EXEMPLARY PUBLIC SERVICE:**

A recommendation has been made for the Board to approve a resolution in honor of Councilmember Priscilla Tyson, who is a graduate of Columbus State and an important leader within the community.

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

**2022 DATES FOR COMMITTEE OF THE WHOLE AND BOARD OF TRUSTEE MEETINGS:**

The calendar assumes in-person, bi-monthly meetings with Committee of the Whole and Board of Trustees. Committee of the Whole meetings will be held on the third Friday of months when the Committee is scheduled to meet, and Board of Trustees held on the fourth Thursday of months when the Board is scheduled to meet. The calendar has some variation to accommodate federal holidays. There is a recommendation for the March Board Meeting to be at our Delaware Campus.

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

**ADOPTION OF FY21 EFFICIENCY REVIEW AND REPORT:**

This report is an annual requirement. This report was submitted to Ohio Department of Higher Education on October 29, 2021 pending approval from Board of Trustees.

Ms. Kelly Weir, Associate Vice President, Resource Planning & Strategic Support, shared that the FY21 Efficiency Report is a mandatory report that is required by Section 3333.95 of the Ohio Revised Code. The purpose of the report is for public higher education institutions to generate reports identifying shared service opportunities, streamlining administrative operations, and sharing best practices in efficiencies. The annual report must be submitted in the fall of each year on the prior fiscal year's efficiencies.

Member Green noted that Columbus State was the only college in the nation to receive an upgrade from Moody's. Congratulations were given to the Financial Team.

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

**HONORARY NAMING OF FACILITIES IN THE SCHOOL OF HOSPITALITY MANAGEMENT AND CULINARY ARTS:**

Per Board policy, Board approval is needed to name facilities or locations within facilities. There is a recommendation to name three spaces within Mitchell Hall.

Ms. Kathryn Trombitas, Vice President of Advancement, shared these naming recommendations for the following spaces:

- The Carol Kizer Lobby of the Department of Hospitality Management and Culinary Arts, located on the third floor of Mitchell Hall, and entrance to the academic offices.
- The Chef James Taylor Kitchen, located on the second floor of Mitchell Hall, and designed as a preparation kitchen for event space.
- The David Miller Lobby of Degrees Restaurant, located on the first floor of Mitchell Hall, and designed to welcome Degrees guests with genuine hospitality.

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

**RESCIND EXISTING COLLEGE POLICY, 15-01 INFORMATION TECHNOLOGY. ADOPT NEW COLLEGE POLICY, 15-01, RESPONSIBLE ACQUISITION AND USE OF COMPUTING RESOURCES. ADOPT NEW COLLEGE POLICY, 15-02, INFORMATION SECURITY:**

Dr. Michael Babb, Vice President of Information Technology, presented the recommendation to rescind current Policy 15-01 and adopt Policy 15-01, Responsible Acquisition and Use of Computing Resources, and to adopt Policy 15-02, Information Security. The current policy dates back to 2007.

Dr. Babb’s recommendations, include updating the guidelines for responsibly using computing resources of the college, incorporating information security programs and practices, defining how to properly dispose of computing resources at the college, and outlining appropriate acquisition and use of cloud services.

Dr. Babb clarified that Policy 15-01, Acquisition and Use of Computing Resources, applies to all employees and authorized users of the college’s information technology. He also clarified that Policy 15-02, Information Security, establishes policies for unauthorized access, loss, and theft of information technology hardware.

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

**FINANCIAL STATEMENTS AS OF AND FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2021:**

Financial Statements as of and for the Three Months ended September 30, 2021 are presented to the Board for information only.

**PERSONNEL INFORMATION ITEMS:**

Personnel Information Items are presented to the Board for information only.

**DISCUSSION OF CURRENT ISSUES:**

Aletha Shipley, CFO and Senior Vice President of Business Services, updated the Board on a few changes to the 2022 budgeting and finance schedules.

- 1) Monthly Financials: Historically, the college provides current monthly financial statements to the Board. As a result of several factors however, the college will move to providing the Board with the previous month’s financial statements.
- 2) The college will not create a revised budget for FY22. The college will continue operations on the budget as approved by the Board of Trustees in June 2021, through the remaining fiscal year.
- 3) The FY23 budget will be submitted for Board approval in March 2022, two months ahead of the historical May timeline.

This does not require a Board vote.

President Harrison addressed Mayor Andrew Ginther’s COVID-19 Recovery and Resiliency Taskforce, noting that Dr. Rebecca Butler has been a key leader. Dr. Rebecca Butler, Executive Vice President, provided an update to the Board related to her service on the Taskforce. Dr. Butler shared that the Taskforce has been focused on bolstering economic development and social services gaps for those in the community disproportionately affected by the pandemic.

Dr. Butler went on to share that Taskforce’s work culminated in a series of recommendations, being presented at a press briefing in Mitchell Hall on Thursday, November 18, 2021. The press briefing will announce the recommendations, as well as opportunities for implementation.

**EXECUTIVE SESSION:**

**Vice-Chair Burger moved,** Member Green seconded, that the Board of Trustees adjourn to Executive Session at 8:47 a.m., in accordance with Ohio Revised Code §121.22 to consider the employment of a public employee.

A vote was taken, which resulted in:

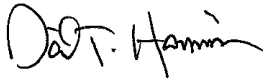
AYES: Members Joseph, Burger, Fowler, Green, Meldrum, Revish,  
Ritzler

NAYS: None

The regular meeting of the Committee of the Whole reconvened from Executive Session at 9:15 a.m.

**ADJOURNMENT:**

There being no further items to come before the Board, the meeting was adjourned at 9:15 a.m.



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Dr. David T. Harrison  
Secretary, Board of Trustees