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COLUMBUS STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
Franklin Hall Board Room
Thursday, September 27, 2007

MINUTES

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of Columbus State Community College, held on Thursday, September 27, 2007, was called to order by Chairperson Suzanne Edgar in the Board Room of Franklin Hall at 6:08 p.m.

ROLL CALL:

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

Absent: Ms. Paula A. Inniss
Dr. Susan C. Finn

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 Mead moved, Member Keller seconded, that the minutes of the last regular meeting of the Board of Trustees held on Thursday, July 26, 2007, be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Antonoplos

NAYS: None

The Chairperson, Ms. Edgar, announced that the order of the meeting agenda would be changed so that the issue of campus safety could be the first item to be addressed. The discussion was then turned over to the Board Secretary, Dr. Moeller who provided some background information.

Dr. Moeller explained that, at the May Board meeting, the Trustees asked that a study be done on campus safety as well as address the issue of whether or not campus security officers should carry firearms. The president advised that the report has been completed, and a copy sent to the Board. Dr. Moeller also stated that, during that time period, the Governor asked the Chancellor of the Ohio Board of Regents to put together a campus safety task force which included several members from Columbus State. The recommendations from that report were also provided to the Board for review and is attached as Exhibit "A". The report stated that all security personnel and key administrators must participate in training sessions. Dr. Moeller advised that training is scheduled to start the first week in October for all college and university campuses in Ohio, and that a team from Columbus State will be participating. The first training session in region four will be held here on this campus and the second session will be located at Ohio State University.

Ms. Edgar noted that, as Trustees, they have a responsibility to ensure campus safety. To that end, she announced that the Board has asked the president to provide a plan for implementation of the recommendations to take place over time. This plan would also incorporate changes and/or additions to the College's Policies and Procedures as necessary. Also expected would be a plan to address the structure and leadership of the College's Department of Public Safety, and the steps necessary, the timeline for properly selecting and effectively training, as well as adequately equipping with firearms any State university law enforcement officer currently or in the future employed at Columbus State. The Chair also extended the Board's appreciation to the Fraternal Order of Police for their collaborative support on this issue.

Representatives from the FOP offered their comments on the Board's decision relating to the issues of allowing campus security to carry firearms and the implementation of the proposed plan with this transition.

COMMUNICATIONS AND RECOGNITION:

No items to come before the Board.

CONSENT AGENDA:

The consent agenda included the following items:

- (1) Revision of Policy 3-01 Employee Definitions**
- (2) Revision of Policy 3-16 Interruption of Campus Operations**
- (3) Revision of Policy 3-20 Conflict of Interest/Nepotism**
- (4) 356 Grant Avenue Renovation**
- (5) Ohio Board of Regents FY 2009-2014 Capital Improvements Request**
- (6) Personnel Information Items.**

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

- (1) Approve the revision of Policy 3-01 changing the definition of a part-time employee to employees who can work up to 30 hours per week from the current 20 hours per week.
- (2) Approve the revision of Policy 3-16 changing the language of the Policy to reflect that the number of hours in a work week is 40 hours per week from 37.5 hours per week which had been revised approximately three years ago.
- (3) Approve the revision of Policy 3-20 relating to conflict of interest/nepotism making it consistent with the changes communicated by the Ohio Ethics Commission to all Ohio colleges and universities.

All Policy changes will go into effect as of October 1, 2007.

- (4) Approve a total project budget of \$795,000 to renovate the 356 Grant Avenue building and authorize the College to enter into contracts with the following contractors:
 - Williamson Builders
 - Command Heating
 - Union Electric
- (5) Approve the College's proposed capital improvement plan requesting funds from the Ohio Board of Regents for three biennia FY 2009-2014, a portion of the funds to be used to renovate facilities on campus and construction of the building on the Delaware campus.

(6) Approve the personnel information items as presented.

Member Scheiman moved, Member Flowers seconded, that the items on the Consent Agenda be approved as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Antonoplos

NAYS: None

FINANCIAL STATEMENTS:

Member Mead moved, Member Dolan seconded, that the financial statements as of August 31, 2007, be accepted as presented.

A vote was taken which resulted in:

AYES: Members Dolan, Edgar, Flowers, Keller, Mead, Scheiman, Antonoplos

NAYS: None

PRESIDENT'S REPORT:

Dr. Moeller reported on the following items:

Staff Employee of the Month:

Jennifer Snider and Chuck Wilson were selected as the Employee of the Month for August and September respectively.

Alpha Rho Epsilon Chapter Receives Special Commendation:

Alpha Rho Epsilon Chapter of Phi Theta Kappa Honor Society was named a "5 Star Chapter" at the Ohio Regional Convention.

Special Appointments:

Dr. Regina Peal, Registrar, was appointed to the Board of the Ohio Sickle Cell and Health Association. Margaret Hawkins, Associate Registrar, was appointed chair of the American Association of Collegiate Registrars and Admissions Officers committee.

CSCC in Top 100 Associate Degree Producers for 2007:

Dr. Moeller gave the breakdown of a survey done by *Community College Week*, an independent publication, on community colleges which ranks the number of degrees produced for that year. Columbus State ranked 47 in the nation for the number of Associate degrees produced.

Columbus State Enrollment:

As of September 19, 2007, enrollment at Columbus State increased by 3.3% over last fall quarter. Dr. Moeller also commented on the new directional signs installed on campus over the summer. On-line registration also rose compared to last year.

President's Climate Commitment:

Dr. Moeller and a group of college presidents have signed a commitment and have been invited to go to Washington to launch a "Climate Commitment" to help decrease global warming. The group has two years to present a plan showing what has been accomplished in this area as a campus. Dr. Moeller gave examples of what the campus can do.

AQIP:

Earlier in the year, the Board was advised of the College's involvement in the AQIP process and the training that has been going on. At this juncture, the team has four projects underway: Leading and communicating; measuring effectiveness; valuing people; and helping students learn. A steering committee has been put into place and a consultant has been engaged to provide the necessary training. The College has three years to present its proposal and the Board will be updated as the process evolves.

State Budget:

Dr. Moeller reviewed some the requirements for receiving appropriations from the State one being that tuition be frozen for two years. The College was also required to have 1% in efficiency savings in FY 08. The College has already submitted its efficiency savings plan totaling \$4,121,296. A copy of the plan was distributed to the Board for review.

Delaware Campus:

The president gave an overview of the challenge she has given to all of the College's divisions to develop a strategic solution for some aspect of the operation of the new Delaware campus. Three cash awards will be given for the top three selected solutions.

Upcoming Events:

The Board was made aware of upcoming events they are:

- OACC Fall Conference - October 18 & 19, 2007
- Ethics training - the schedule of upcoming training sessions was sent to the Board. There will also be a special training session following the OACC Fall Conference.
- Leadership Institute - October 17 - 19, 2007
- Strategic Horizon Conference - November 4 - 6, 2007 which will be here on campus this year.

Dr. Moeller advised the Trustees that every two years, they are required to attend an ethics training class as mandated by the Attorney General's office.

At that time, Dr. Moeller introduced Ms. Christa Metzger, the College's new legal counsel from the Attorney General's office who will be attending the Board meetings.

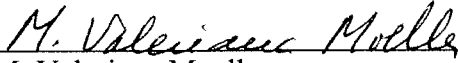
PUBLIC PARTICIPATION:

The following individual addressed the Board:

- (1) Darrell Powers expressed his appreciation to the Board on its decision to allow campus security to carry firearms.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 6:58 p.m.



M. Valeriana Moeller
Secretary, Board of Trustees

Overview of Long-Term Recommendations Discussed at August 21, 2007 Meeting of the Task Force on Campus Security

The full task force met August 21 to review measures that the work groups recommended the governor consider in the longer-term with regard to maintaining and continuously improving campus safety. Further input was requested and discussion was heard on the following:

Actions to Consider for Maintaining and Continuously Improving Campus Safety

1. RECOMMENDATIONS RELATED TO STATEWIDE COORDINATION

As a result of previous Task Force recommendations, the Board of Regents has increased its role in coordinating campus safety. The Task Force further recommends the following:

- a. The Board of Regents should take steps to permanently institutionalize the effort to monitor and upgrade campus safety throughout the state. These efforts may include annual summits, monitoring safety plans and participation in available training and technical assistance, encouraging participation in on-line recording of safety plans and campus building plans, initiating public service campaigns, convening advisory groups and reconvening the Task Force as required.
- b. The Board of Regents, with assistance from other appropriate government agencies, should determine what actions can be taken to reduce the initial and continuing costs (capital and non-capital/operating costs) of providing adequate campus security, e.g.,:
 - i. Consolidated purchasing or contracting
 - ii. Technical and/or planning assistance experts
 - iii. Central development of exercises
 - iv. Independent assessment (pros and cons, etc.) of security-related technologies, products and services to determine best values, possibly housed/developed by the Board of Regents
 - v. Panning templates that assist colleges/universities in avoiding unnecessary costs, while providing adequate safety, security and resilience
 - vi. Information sharing, e.g., through a web site, annual conference, etc.
- c. The Board of Regents should work with other state agencies to study and seek to maximize the interoperability of communications channels/radio frequencies between campus safety and law enforcement with local police/fire/emergency management personnel.
- d. The Board of Regents should develop a communications strike force from campus communications experts who are willing to assist campuses in handling media coverage in the early stages of an incident and recovery period.

- e. The Board of Regents should review the recommendations of similar task forces in other states for additional measures that might be taken.

2. RECOMMENDATIONS RELATED TO CAMPUS SAFETY PLANNING

Summer 2007 action plans called for all college and university campuses in Ohio to review existing campus safety awareness, emergency response and communications plans to reflect existing best practices. In addition to the elements that were recommended for immediate action, the task force is recommending the following additional longer-term items:

- a. The plan should include provisions for regular communication, cooperation and coordination with state, local and federal agencies.
- b. Security and safety plans should be updated annually.
- c. Security personnel and key administrators should participate in training sessions recommended by the Board of Regents, the Ohio Attorney General, and the Department of Public Safety.
- d. Students should be involved in the review of emergency plans to utilize their knowledge of the campus to identify possible shortcomings of the plan.
- e. A version of the emergency response plan should be available to the campus and outside community. Building plans should be available on-line to first responders and emergency personnel.

3. PREVENTION AND MENTAL HEALTH-RELATED RECOMMENDATIONS

Mental health education and resources are key components to detect at-risk individuals who may pose a risk to other members of the campus community and to prevent violent incidents on college campuses. Task force members suggest the following mental-health related recommendations:

- a. The Board of Regents should work with the Department of Mental Health and the public colleges and universities to ensure that mental health services are available on all campuses either directly or through agreements with providers.
- b. The Board of Regents should work with the Department of Mental Health to develop and institutionalize regular working relationships between county level boards of mental health and colleges and universities.
- c. The Board of Regents and the Department of Mental Health should encourage colleges and universities to connect campus community members who have

relationship violence issues (including stalking) with campus mental health and counseling services.

- d. The Board of Regents should explore the development of a method for tracking students with a history of relationship violence issues and/or other violent tendencies who withdraw from one institution and enroll in another institution. The Board of Regents should examine the feasibility of having students who transfer from one institution to another authorize the transmittal of all of their records to the receiving institution.
- e. The Board of Regents should identify, and college and university officials should implement, best practices with respect to involuntary withdrawals due to mental health issues and processes for allowing withdrawn students to re-enter school.

4. RECOMMENDATIONS RELATED TO LEGAL AND LEGISLATIVE MATTERS

The Attorney General's office has provided practical guidelines about legal issues surrounding campus security. One key area of concern addressed by the Attorney General is the ability of campus officials to be free from liability if acting in good faith to protect students, faculty and others from the threat of harm. In addition, the task force is recommending the following:

- a. The state legislature should consider including on the Ohio Peace Officer Training Commission a representative from the Ohio Campus Law Enforcement Association. In addition, the Ohio Peace Officer Training Academy should be asked to develop specific training for higher education settings.
- b. The State of Ohio should take steps to expand the use of Homeland Security grant funds for campus safety. The state should work with the federal Department of Homeland Security to clarify the use of grant funds for campus security purposes. The State of Ohio should work with the Department of Homeland Security and Congress to increase the amount of annual federal appropriation for annual grants, to accommodate additional (college/university) security requirements.
- c. The Board of Regents should work with private institutions to determine whether existing law provides sufficient protection to personnel acting in good faith to report potential risks to campus safety (the Attorney General reports that state law is clearly sufficient as relates to public employees).