

**COLUMBUS STATE COMMUNITY COLLEGE**  
550 East Spring Street  
Columbus, Ohio 43216

**MINUTES**

**BOARD OF TRUSTEES MEETING**  
Thursday, November 17, 2005

**CALL TO ORDER:**

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College held on Thursday, November 17, 2005, was called to order by Chairman Finn in the Board Room of Franklin Hall at 6:02 p.m.

**OATH OF OFFICE ADMINISTERED TO BOARD MEMBER:**

Chairman Finn administered the oath of office to Suzanne Stilson Edgar, who was reappointed to the Board of Trustees by Governor Bob Taft for a six-year term through August 31, 2011.

**ROLL CALL:**

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

**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 Scheiman moved**, Member Mead seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, July 28, 2005, be approved as presented.

A voice vote was taken, and the motion passed unanimously.

**COMMUNICATIONS AND RECOGNITION:**

**EMERITUS STATUS FOR DR. TED G. HOPPLE**

President Moeller advised that Dr. Ted Hopple has been a valued employee of the college for 40 years, serving many roles at the college over the years, including faculty member, Bookstore Manager, Business Director, and ultimately retiring as the Chairperson of the Accounting and Finance Department. He is highly recommended for the honor of emeritus status in recognition of his valued service and many contributions to the college.

**Member Keller moved**, Member Flowers seconded, that the Board of Trustees grant emeritus status to Dr. Ted G. Hopple effective December 1, 2005.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Inniss, Keller, Mead,  
Scheiman, Finn  
NAYS: None

The President introduced Dr. Hopple from the audience.

**EMERITUS STATUS FOR CAROL KIZER**

President Moeller advised that Carol Kizer has been an outstanding employee of the college for 39 years, retiring as Chairperson of the Hospitality Management Department. Carol developed the curriculum which has evolved into the current slate of degrees, majors, and certificates that make up the Hospitality Management Department; and she has been awarded virtually every major award and recognition available in the hospitality and food service industries, including induction into the "College of Diplomates," the highest honor awarded by the Educational Foundation of the National Restaurant Association. She is highly recommended for the honor of emeritus status in recognition of her valued service and many contributions to the college.

**Member Inniss moved**, Member Mead seconded, that the Board of Trustees grant emeritus status to Carol Kizer effective December 1, 2005.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Inniss, Keller, Mead,  
Scheiman, Finn  
NAYS: None

The President introduced Ms. Kizer from the audience.

### **CONSENT AGENDA:**

The consent agenda includes the following items:

- (1) Revision of Policy No. 5-10 (Course Outlines and Syllabi).**
- (2) Revision of Policy No. 5-17 (Field Trips).**
- (3) Revision of Policy No. 7-13 (Written Student Complaints).**
- (4) New Policy No. 13-03 (Animals on Campus).**
- (5) Basic Renovations.**
- (6) Revision of Policy No. 5-02 (Faculty Tenure).**
- (7) Naming of Academic Center D and Retail Complex.**
- (8) Personnel Information Items.**

**Member Inniss moved**, Member Flowers seconded, that the Board of Trustees:

- (1) Approve the attached revisions to Policy No. 5-10 (Course Outlines and Syllabi) to become effective December 1, 2005 [*see Attachment A*].
- (2) Approve the attached revisions to Policy No. 5-17 (Field Trips) to become effective December 1, 2005 [*see Attachment B*].
- (3) Approve the attached revisions to Policy No. 7-13 (Written Student Complaints) to become effective December 1, 2005 [*see Attachment C*].
- (4) Approve new Policy No. 13-03 (Animals on Campus) to become effective December 1, 2005 [*see Attachment D*].

- (5) That the Board of Trustees approve capital project budgets for the eight projects noted below:

Upgrade Franklin Hall Rooms 104, 106, and 110	\$240,000
Nestor Hall Window Replacement	45,000
Nestor Hall Auditorium/Seat Upgrades	25,000
Delaware Hall Retaining Wall Replacement	20,000
Veterinary Technology Building Boiler Replacement	75,000
Aquinas Roof Replacement	90,000
Union Hall Boiler Replacement	175,000
Parking Lot 11-S Repair and Resurfacing	500,000

All state laws and relevant college policy and procedures will be followed in implementing these projects. As required by state law, construction contracts in excess of \$50,000 will be brought to the Board of Trustees for approval.

- (6) Approve the revision of Policy No. 5-02 (Faculty Tenure) dated February 10, 1995, and replace it with the attached Policy No. 5-02) effective December 1, 2005 [see *Attachment E*].
- (7) Designate the building known as Academic Center D as the *Center for Workforce Development* and the retail complex as the *Discovery Exchange*.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Inniss, Keller, Mead,  
Scheiman, Finn  
NAYS: None

#### **VICTIMS OF HURRICANE KATRINA:**

**Member Mead moved**, Member Dolan seconded, that the Board of Trustees authorize the President to waive tuition and fees for student victims of Hurricane Katrina on the Gulf Coast who have already paid their tuition and fees at another college for the current quarter or semester and to take any other actions that the President deems appropriate to serve the students who have been impacted by Hurricane Katrina.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Inniss, Keller, Mead,  
Scheiman, Finn  
NAYS: None

### **FINANCIAL STATEMENTS:**

**Member Dolan moved,** Member Inniss seconded, that the financial statements as of and for the four months ended October 31, 2005, be accepted as presented.

A vote was taken which resulted in:

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

NAYS: None

### **PRESIDENT'S REPORT:**

Dr. M. Valeriana Moeller, President, reported on the following items:

- (1) The Spring 2005 results of the Dental Hygiene students taking the certification exam administered by the North East Regional Board of Dental Examiners were outstanding: 100 percent of the students passed the exam, and the average grade was 97%.
- (2) The Technology Accreditation Commission of the Accreditation Board for Engineering and Technology conducted a program evaluation of Columbus State's Electronic Engineering Technology, and has continued their accreditation to September 30, 2007.
- (3) The Joint Review Committee on Education in Radiologic Technology has extended the previously granted five-year accreditation of the Radiography program for an additional three years, through the year 2012.
- (4) In 2002, the college received a U.S. Department of Education CCAMPIS grant (Child Care Access Means Parents in School) to benefit the Child Development Center. This was a multi-year grant with first-year funding of \$77,000. We are pleased to announce that the Child Development Center has been granted another 4 years of CCAMPIS monies beginning in September 2006. With this grant, each year the center will receive \$163,000 in support of services to student parents. Lynn Gallagher, Director of the Child Development Center, and Sunday Zidonis, Grant Coordinator, produced the winning proposal.
- (5) The Institutional Advancement Department has won a number of Medallion Awards from the National Council for Marketing and Public Relations. They are:

Gold	-	For the <i>Update</i> Electronic Newsletter
Silver	-	For Radio Advertisement
Silver	-	For Television Advertisement
Bronze	-	For the <i>2004 Annual Report to the Community</i>
- (6) Columbus State is one of two community colleges (along with Sinclair) participating in a National Science Foundation grant to identify and develop a statewide Computational Science curriculum leading to an undergraduate minor in Computational Science.

- (7) Monique Coleman, the Veterans Coordinator in our Financial Aid Department, has been elected President of the Board of Directors of the National Association of Veterans Program Administrators. NAVPA is a nationally recognized professional organization for persons working in both campus-based and community-based veterans' programs.
- (8) Dr. Janet Rogers, Dean of Student Life, has been elected Vice President of the Ohio Council for Student Development, the professional association for senior student services officers at Ohio community colleges.
- (9) Brad Farmer, Supervisor of Purchasing and Accounts Payable, was elected President of the Ohio National Association of Educational Buyers. It is the Ohio division of the national organization whose mission is to facilitate effective and ethical procurement principles and techniques within higher education and associated communities. It was founded in 1939 and has 76 member institutions of Ohio public and private two-year and four-year colleges. Only four times in the past 66 years have representatives from community colleges led the organization. And as a result of Brad's leadership, Columbus State will be hosting their 2006 annual conference next October.
- (10) Cindy Klimek, a buyer in the Business Office, was awarded a \$750 scholarship from the above-mentioned ONAEB for her production of an essay detailing how state budget cuts have affected the college's budget.
- (11) Stacy Leeman, an adjunct faculty member in Humanities, was chosen as one of 10 finalists for the 2006 Miami University Young Painters Competition Award. Her paintings are part of the exhibit that will run December 12 through February 10 at the Hiestand Gallery at Miami University. The winner of the award will be named at an artists' reception on January 20. Leeman is also participating in an all-media competition in November and December at the Gallery International in Baltimore.
- (12) Steve Kaczmarek, Associate Professor in Communication Skills, was among the winners of an Editor's Choice Award for Best Chapter for his contribution to a novel project co-sponsored by *The Columbus Dispatch* and the Columbus Metropolitan Library. Participants collaborate on one of seven online novels started by *Dispatch* writers. Each participant has four days to write his chapter, which continues events developed in the previous chapter. Steve's novel was entitled *The Horse, Reporter, and Two-Face*, which was described as a Hemingwayesque novel.
- (13) Autumn Quarter enrollment increased by more than 1,000 students over last fall, which is an increase of 5.1 percent. This represented the largest increase in number of students in all colleges in the state.
- (14) The President and Provost visited Pickaway County to meet with the county commissioners and school superintendents. They are eager to have Columbus State in their county, but we need to have Pickaway County assigned to our district by the Ohio Board of Regents.
- (15) The Integrated Systems Technology lab opened this week and will increase the college's ability to offer training not available before in central Ohio.
- (16) Columbus State was one of the sponsors of the recent Green Forum held here in Columbus. We are planning that the Delaware Campus will be a green campus, and our downtown campus is currently a participant in the Star Energy program whereby our campus is audited for energy conservation.

- (17) Autumn Quarter graduation will be held on Friday, December 9, 2005, at 10:00 a.m. at the Veterans Memorial Auditorium.

**PRESENTATION:**

Dr. R. Michael Snider, Provost, and Dr. Shah Hasan, Director of Human Capacity Development, gave a presentation on the work of the Delaware Campus “Academic Programs and Student Services Committee” which has just issued its final report (which was distributed to Board members). This is the first of three committees which will prepare for operations at the Delaware Campus, and their task was to make recommendations for academic programs and student services which should be in place for beginning the Delaware Campus. The committee made the following recommendations:

- (1) Develop all academic programs and student services in accordance with the *Key Success Factors*.
- (2) Develop academic offerings and student services that serve as “a great place to start” and as an “educational portal” for the community.
- (3) Offer a core set of general education courses as recognized by the Ohio Transfer Module and TAG (Transfer Assurance Guidelines).
- (4) Offer courses toward the Associate of Arts and Associate of Science degrees.
- (5) Offer courses toward the Associate of Applied Science in Business Management and Marketing degrees.
- (6) Offer courses and certificates that provide multiple points of entry in career and technical programs.
- (7) Offer courses in developmental education.
- (8) Develop academic offerings that utilize a multi-dimensional learning architecture.
- (9) Develop academic offerings that horizontally reconfigure curricula.
- (10) Develop multi-purpose instructional facilities.
- (11) Develop facilities that maximize use of instructional technology.
- (12) Develop integrated services that implement the Learning Commons model.
- (13) Develop opportunities for community engagement that maximize partnerships in academic offerings and student services.
- (14) Integrate the innovations recommended in this Report at the Columbus Campus. Why wait?

**NEW BUSINESS - NOMINATING COMMITTEE:**

Chairman Finn appointed a Nominating Committee to bring to the January 2006 Board of Trustees meeting a slate of nominees for officer positions. The committee members are Suzanne Stilson Edgar, Jeffrey L. Scheiman, and President Val Moeller.

**PUBLIC PARTICIPATION:**

The following individuals addressed the Board:

- (1) James Stewart, faculty member in the Social and Behavioral Sciences Department, talked about faculty workload and productivity. He also advised that his wife was being dunned by the college for a supposed unpaid tuition in the amount of 25 cents.
- (2) Sue Lape, faculty member in the Communication Skills Department, discussed her concern that the Board does not sufficiently understand the faculty and students at Columbus State and the problems they are experiencing with the new computer system.
- (3) Kelley Mendenhall, student, expressed concern that there should be more collaboration between faculty and the administration. She would like to see more teamwork and more communication and interaction rather than an “us and them” attitude.
- (4) Matthew O’Quinn, a student in the Construction program, expressed his appreciation for the wonderful faculty in that department and the outstanding training that construction students receive. He is concerned that the faculty/administration conflicts will jeopardize the accreditation of the program to the detriment of the students.
- (5) Sue Longenbaker, faculty member in the Biological and Physical Sciences Department, expressed her concern about the full-time to part-time faculty ratio. She asked the Board to devote more resources toward full-time faculty.
- (6) Darrell Power, student, urged the Board to resolve the faculty negotiation situation as he feels that it is affecting the quality of service at the college.
- (7) Charles Gallucci, faculty member in the Biological and Physical Sciences Department, expressed his concerns in several areas: that individuals are being adversely treated due to having foreign accents; he has experienced long-term dunning by the college for a tuition bill which he has never owed; the administration’s credibility is being undermined by erroneous information being used in college communications; and more open communication needs to take place.
- (8) Ann Karch, a graduate of Columbus State, was concerned about the strife taking place with the faculty negotiation situation in addition to the problems she and her family have encountered with the student computer processing system regarding financial aid disbursement and being dropped from classes without knowing it.



- (9) Bill Mundy, faculty member in the Accounting Technology, commented about financial matters and the fact that the auditing report is not presented to the Board until January for the period ending last June 30.
- (10) Steve Abbott, faculty member in the Communication Skills Department and President of the Columbus State Education Association, advised that in his opinion the college has a serious morale problem of which the Board apparently is not aware; the computer system is causing problems for students and faculty; Department Chairpersons are overstretched because the Lead Instructors are not performing those duties since they are strictly “working to the rule”; he is concerned about whether or not the Board of Trustees is aware of all the problems and if they care.
- (11) David Kerr, student, advised that the student organizations are suffering because of the faculty “working to the rule” and no longer being advisors to the various student clubs and organizations.
- (12) William Cook, faculty member in the Humanities Department, said that he does not understand why the college is opening a second campus in Delaware County.

### **EXECUTIVE SESSION:**

**Member Inniss moved**, Member Antonoplos seconded, that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code Section 121.22 for the sole purpose of discussing matters of employee union negotiations at Columbus State Community College.

A vote was taken which resulted in:

AYES: Members Antonoplos, Dolan, Edgar, Flowers, Inniss, Keller, Mead,  
Scheiman, Finn  
NAYS: None

The Board of Trustees adjourned to Executive Session at 7:45 p.m. and reconvened the regular meeting at 9:04 p.m.

Chairperson Finn addressed the audience and stated: the Board thanks you for your professional and constructive public participation. We share your interest in continuing to make Columbus State Community College a great place to be, providing excellence in teaching and all related services for the college and its students.

We heard the issues both related and unrelated to labor negotiations with CSEA. With respect to bargainable issues, we are pleased that 40 issues have been agreed upon, with two bargainable issues remaining, and the Board continues to believe that we have a fair and competitive offer.

We believe the Last, Best, and Final Offer is a fair contract, and we charge the President to continue to implement this in a fair and consistent manner.

The Board members heard other issues of importance related to the faculty and students of Columbus State Community College, and we plan to follow-up with those and take appropriate action. Thank you.

**ADJOURNMENT:**

The meeting was adjourned at 9:06 p.m.

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M. Valeriana Moeller  
Secretary, Board of Trustees

*Attachments A through E.  
J.Patton*