

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

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, March 23, 2006

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College held on Thursday, March 23, 2006, was called to order by Chairperson Finn in the Board Room of Franklin Hall at 6:02 p.m.

ROLL CALL:

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

Absent: Ms. Priscilla D. Mead

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 Flowers moved, Member Keller seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, January 26, 2006, be approved as presented.

A vote was taken which resulted in:

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

NAYS: None

COMMUNICATIONS AND RECOGNITION:

COMMUNITY AGENCY AWARD:

Dr. Moeller noted that April is Community College Month. As part of this celebration, the college presents its annual Community Agency Award, which recognizes an agency for its service in support of the educational and social welfare needs of the residents of the Columbus area. This year, the recipient of our 2006 Community Agency Award is the **FIRSTLINK** organization. Through their services, central Ohio residents can gain access to needed critical community resources maintained on their database. Congratulations and a commemorative plaque were presented to the following representatives from FIRSTLINK and their international guests:

Mr. Chris McGovern, President of the FIRSTLINK Board of Trustees

Ms. Marilee Chinnici-Zuercher, President/CEO of FIRSTLINK

Ms. Wang Yanrui (Jane), Office and Program Manager of the Shine Stone Community Action in Beijing, China.

Ms. Cao Hong (Hong), Human Resources Assistant with Plan China in Xi'an, China.

CONSENT AGENDA:

The consent agenda includes the following items:

- (1) **Revision of Policy No. 5-12 (Non-Credit Courses).**
- (2) **Revision of Policy No. 5-14 (Educational Resources Center).**
- (3) **Bridgeview Golf Course Improvements.**
- (4) **Eight (8) New Faculty Positions (General Fund).**
- (5) **Thirteen (13) New Staff Positions (General Fund).**
- (6) **Eight (8) Temporary Staff Positions to Permanent.**

- (7) **Nineteen (19) New Staff Positions (Auxiliary Fund).**
- (8) **Personnel Information Items.**

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

- (1) Approve the attached revisions to Policy No. 5-12 (Non-Credit Courses) to become effective April 15, 2006, replacing the previous policy dated October 15, 1985 [*see Attachment A*].
- (2) Approve the attached revisions to Policy No. 5-14 (Educational Resources Center) to become effective April 15, 2006, replacing the previous policy dated October 15, 1985 [*see Attachment B*].
- (3) Authorize the following bid and enter into contract with Miller Paving, Inc., to upgrade the asphalt cart paths at Bridgeview Golf Course, Inc.:

<u>Contract</u>	<u>Contractor</u>	<u>Base Bid</u>
General	Miller Paving, Inc.	\$102,060

- (4) Approve eight (8) new full-time faculty positions at a three-quarter salary of \$39,096 each. The total annual cost of these positions will be \$312,768 for salary, \$88,638 for benefits, \$32,800 for equipment, and \$8,000 for other costs, totaling \$442,206.
- (5) Approve the thirteen (13) staff positions listed below as permanent staff positions. The total annual cost of the thirteen positions from the General Fund will be \$487,187 for salary, \$138,069 for benefits, \$16,552 for equipment, \$3,000 for space, and \$10,200 for other costs, totaling \$655,008.

One Program Coordinator for Contract Administration (Instructional Services)
at salary \$46,044.

One Multimedia/Database Web Developer (Instructional Services)
at salary \$41,913.

Two Maintenance I Positions (Facilities Services/Physical Plant)
at salary \$30,369.

One Maintenance II Specialist - Electrician (Facilities Services/Physical Plant)
at salary \$36,490.

Two Building Service I Positions (Facilities Services/Physical Plant)
at salary \$22,224.

Two Safety & Security Specialists (Public Safety)
at salary \$27,271.

- One Database Administrator (Information Technology)
at salary \$50,633.
- One Network Administrator (Information Technology)
at salary \$46,044.
- One Project Manager (Information Technology)
at salary \$55,702.
- One Performance Management Coordinator (Human Resources)
at salary \$50,633.

(6) Approve as permanent the eight (8) full-time staff positions listed below:

- Two Communications Technicians (Public Safety) at salary \$27,271.
- Two Data Entry Operators (Human Resources) at salary \$26,584.
- Three Specialists (Human Resources), two at salary \$29,947 and one at salary \$32,321.
- One Mail Clerk (Office Services) at salary \$24,893.

The total annual cost of the positions from the General Fund for seven of the positions will be \$199,925 for salary, \$56,659 for benefits, totaling \$256,584. One position is funded from the Auxiliary Fund for a total annual cost of \$24, 893 for salary and \$7,055 for benefits, totaling \$31,948.

(7) Approve nineteen (19) staff positions, seventeen positions for the Child Development Center and two staff positions for the Auxiliary Services Department, as detailed below:

- One Program Coordinator (Child Development Center) at salary \$34,723.
- Three Associate Teachers (Child Development Center) at salary \$23,819.
- Thirteen Assistant Teachers (Child Development Center) at salary \$20,804.
- One Accountant I (Auxiliary Services) at salary \$32,500.
- One Loss Prevention Officer (Bookstore) at salary \$33,000.

The total annual cost from Auxiliary Funds of the 19 positions will be \$442,132 for salary, \$125,300 for benefits, \$3,500 for equipment, and \$1,500 for other costs, totaling \$572,432.

A vote was taken which resulted in:

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

TUITION INCREASE:

Member Inniss moved, Member Flowers seconded, that the Board of Trustees approve, effective Summer Quarter 2006, the tuition rates as outlined below and as included in the attached schedule [*see Attachment C*]:

Ohio Resident Fee: \$79 per credit hour.

This fee will include a \$70 instructional fee and a \$9 general fee.

Non-Ohio, U.S. Resident Fee: \$175 per credit hour.

This fee will include a \$159 instructional fee and a \$16 general fee.

International Student Fee: \$210 per credit hour.

This fee will include a \$189 instructional fee and a \$21 general fee.

A vote was taken which resulted in:

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

NAYS: None

FINANCIAL STATEMENTS:

Member Inniss moved, Member Dolan seconded, that the financial statements as of and for the eight months ended February 28, 2006, be accepted as presented.

A vote was taken which resulted in:

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

NAYS: None

PRESIDENT'S REPORT:

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

- (1) Columbus State received the largest disbursement of funds among Ohio's community colleges for the 2006 Jobs Challenge Workforce Incentive Grant, a program that rewards colleges for offering non-credit, job-related instructional training. In 2005, we earned more than \$6.5 million in non-credit revenues, which qualified us for \$528,045 in total Jobs Challenge funding. We were the second-highest performing campus in the state.

- The Ohio Jobs Challenge Grant was established in 1997 to reward colleges for addressing the critical workforce training needs of Ohio's businesses. The legislature has appropriated \$9.3 million to this program for fiscal year 2006.
- (2) Our Chef Apprenticeship student team won the state American Culinary Federation's Junior Hot Food Competition February 4. The team went on to the Northeast Regional competition last weekend in Toronto, and they won the first-place gold medal for this region. In July, the team will travel to Philadelphia for the final national competition between the top four regions.
 - (3) Jim Taylor, the Chef Apprenticeship team advisor and Assistant Professor in Hospitality Management, has been named the Northeast Regional Educator of the Year by the American Culinary Federation. He also will advance to the national competition in Philadelphia for National Educator of the Year.
 - (4) Columbus State's Cheerleading Team won first place in the Cheerleading Technique Camp's Buckeye State Challenge Competition in January, scoring over 80 percent in dance, tumbling, and stunting on both days of the competition to earn the championship. Following this victory, they went on to perform an almost flawless routine to become two-time champions in the Junior College Division of the Americheer Winter Open Nationals on February 12. You can watch their championship performance, it will be broadcast on Fox Sports Net Channel on April 15 at 12:30 p.m. On April 5-9, they will be competing in the All-Girl Intermediate Division of the NCA Collegiate Nationals in Florida.
 - (5) Our Alpha Rho Epsilon Chapter of the Phi Theta Kappa international honor society has achieved the "Pinnacle Platinum" level in the 2005 Pinnacle Scholarship Award Program. This first-time award recognizes chapters that increase membership acceptance during their fall membership campaign.
 - (6) Luis Latoja, Professor in the Modern Languages Department, has been named to the 10th edition of "Who's Who Among America's Teachers." It is his second year being included in the publication. Professors can only be nominated by former students who have been included in an issue of *The National Dean's List*.
 - (7) Second-year Dental Hygiene student James Starkey has had his article, "The Oral Manifestations of AIDS," published in the March issue of ACCESS, a national journal for dental hygiene published by the American Dental Hygiene Association. His article is a first for Columbus State's dental hygiene program.
 - (8) Columbus State student actor Julian Tabron, set designer Slava Zalygayev, and director Nancy Kephart each were honored for their work by the Central Ohio Critics' Circle and the Central Ohio Theatre Roundtable at the annual Roundtable Awards ceremony in February.

The two students and Kephart, who is an Assistant Professor in our Communication Skills Department, produced the play *Hellcab* last summer, which features a day in the life of a Chicago cab driver whose passengers come from all walks of life. The set won the "Most Innovative" award.

- The Central Ohio Theatre Roundtable awards are selected based on reviews by critics who see all theatre productions in central Ohio during the year. At least three critic/responders see each production and then nominate productions in the various categories.
- (9) Two of our Real Estate students, Francis Curley and Toyia Devine, were each awarded \$1,000 from the Real Estate Lifetime Achievement Endowed Scholarship. Curley is majoring in Real Estate, and Devine is majoring in Business Management.
 - (10) Columbus State and the Columbus Coalition Against Family Violence have partnered to develop the Family Violence Distance Learning Course that provides nurses, physicians, social workers, counselors, and marriage and family therapists the opportunity to earn continuing education credits while receiving extensive information in the areas of domestic violence, elder abuse, and child abuse. The course provides participants with a solid understanding of family violence and the complexities that surround identifying, disclosing, and reporting this serious social problem. Each module of the course stresses the importance of screening and assessing all patients for abuse.
 - (11) An amendment to the Ohio constitution, known as the Tax and Expenditure Limitation, will be on the November ballot. This amendment would limit the revenue-raising and spending authority of the state government. The Ohio Association of Community Colleges is formally opposed to this amendment through a vote of their membership. The Ohio Board of Regents will be sponsoring a conference for higher education trustees to present both the pros and cons of this amendment so that they can make an informed decision about it. In addition, the President will be bringing to the next Committee of the Whole meeting a Senate budget analyst to discuss this subject with the Board.
 - (12) Board members received a copy of a joint letter from the Ohio Association of Community Colleges and the Inter-University Council to legislators regarding the corrective state budget bill, outlining the areas of agreement between the two organizations. There are \$30 million to be distributed in this year's budget, and community colleges would like to see more money in the State Share of Instruction (SSI) funding.
 - (13) The college's accreditation review by the Higher Learning Commission of the North Central Association of Colleges and Schools will be coming up in 2009-2010. With new processes introduced by the Commission, colleges have a choice of how to handle their accreditation renewal. The AQIP (Academic Quality Improvement Program) process deals with issues identified by the college which it would like to improve. Working on those issues then becomes the basis for the accreditation evaluation over the ensuing seven years. (This choice must be prior approved by NCA.) The PEAQ (Program to Evaluate and Advance Quality) process is similar to the process used in the past, where the college must submit a self-study report. Columbus State is currently looking into the possibility of pursuing the AQIP process. Dr. Deborah Coleman, V.P. for Knowledge Resources and Planning, will coordinate the accreditation process.
 - (14) Board members were provided with a copy of the annual Performance Report submitted by the Ohio Board of Regents to the Governor. A summary of some of the statistics in the access/retention section was reviewed. Information on number of certificates awarded is not included because we have not yet been able to report those figures. This should be available in the future.

- (15) Columbus State has an Early College program with the Columbus Public Schools in the Africentric School located on Livingston Avenue. In the fall of 2007, students in the 11th and 12th grades will be on our campus taking classes. Columbus Public Schools has asked us if they can have their summer program this year on our campus because they are doing construction work at their school and do not have adequate facilities. We are trying to work out something so that they can come here this summer.
- (16) Chancellor Rod Chu of the Ohio Board of Regents has communicated with all higher education presidents regarding preparation for an influenza pandemic. Organizations should have a plan in place to deal with a pandemic situation. Columbus State will be preparing such a plan.
- (17) Board members were provided with a chronology of what has taken place in planning for a second campus in Delaware County. Recent events include: a traffic study has been received from the Ohio Department of Transportation, and an architect (Phillip Markwood Architects) has been selected for the first building on the Delaware Campus.
- (18) The All-Ohio Academic Team Luncheon will be held on Wednesday, March 29, 2006, at 11:15 a.m. at the Statehouse Atrium.
- (19) The annual meeting of the Ohio Association of Community Colleges will be held May 4 and 5, 2006, in Newark, Ohio.
- (20) The Ohio Board of Regents will be sponsoring a trustees conference on June 5 and 6, 2006, at the Columbus Renaissance Hotel.

NEW BUSINESS:

President Moeller reported that on March 1, 2006, the Ohio Association of Community Colleges held a Legislative Summit at which all the Ohio two-year colleges were invited to bring their president, a trustee, and a student to meet with their district legislators. The President attended, along with Board member Priscilla Mead and students Sarah Conner and David Kerr. A number of legislators were visited.

PRESENTATION:

Dr. Deborah Coleman, V.P. for Knowledge Resources and Planning, gave a presentation on the college's strategic planning process and activities. She reviewed some of the outcomes during 2000-2006 in the major goals topics:

- (1) Technology.
- (2) Human Capacity Development.
- (3) Workforce Development.
- (4) Access and Community Outreach.
- (5) College Marketing and College Image.
- (6) Reallocation, Realignment, and Reengineering of College Resources.

The time line for the new planning cycle is as follows:

- (1) Begin scanning process - February 2006.
- (2) Update Board of Trustees on planning process - March 2006.
- (3) Complete scanning process - May 2006.
- (4) Update Board of Trustees on progress - May 2006.
- (5) Identify campuswide strategic initiatives and align campus projects with other plans - June-September 2006.
- (6) Update Board of Trustees - November 2006.

The Board members questioned what their role is to be in this process. They had indicated that they wanted to be involved in the process, not just reported to on what was being done. Dr. Coleman confirmed that in May, the Board will get information gathered through the various public forums and meetings, then they (the Board) would decide where to go from there. They would provide the direction for future goals and planning processes.

PUBLIC PARTICIPATION:

The following individuals addressed the Board:

- (1) Catherine DeMarsh, a student, talked about Public Safety Officers being armed with guns. She expressed her concern about how safe the campus is, considering its proximity to the downtown area.
- (2) Darrell A. Powers, a student, expressed his opinion that the faculty should be paid more money. He indicated that he was having some computer problems. He also expressed that the Columbus campus should be “cleaned up” before moving into Delaware County.
- (3) Joan Petrusky, a faculty member in the Communication Skills Department, advised that she is under consideration for tenure and first promotion this year. She applied for both tenure and promotion because she wants to stay at the college, but she feels that she cannot get all of her duties completed by “working to the rule.” Her duties are strained because of lack of mentors and lack of curriculum time.
- (4) Linda G. Mason, a student, expressed her concern over what appear to be internal problems at the college with the faculty. She worries about her academic progress because of so much internal contention.

- (5) Steve Abbott, a faculty member in the Communication Skills Department and President of the Columbus State Education Association, expressed his continuing concern about a serious morale problem in all areas of the college. He is continuing to ask what action the Board will be taking to address this problem. He feels that there must be a method for employees to express their opinions without fear of retribution.

EXECUTIVE SESSION:

Member Inniss moved, Member Dolan seconded, that the Board of Trustees adjourn to Executive Session according to Ohio Revised Code Section 121.22 for the purpose of discussing collective bargaining matters, personnel matters, (specifically, the President's contract), and real estate matters.

A vote was taken which resulted in:

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

The Board of Trustees adjourned to Executive Session at 7:50 p.m. and reconvened the regular meeting at 9:27 p.m. [*Member Inniss left the meeting at 8:10 p.m.*]

PRESIDENT'S CONTRACT AMENDED:

Member Edgar moved, Member Scheiman seconded, that the Board of Trustees approve the following addendum to the employment agreement of Dr. M. Valeriana Moeller:

“(1) Salary - The President's current salary is hereby increased by two and a half percent, retroactive to July 1, 2005, plus a five hundred dollar payment to support the cost of healthcare. Any current or future Board action or policy which provides a compensation increase to other senior employees of the college shall also be applicable to Dr. Moeller, unless otherwise expressly provided by the Board.

“(2) State Teachers Retirement System Contribution - The District and Dr. Moeller acknowledge Dr. Moeller's intent to have five years of her service in other state employees retirement systems transferred and credited to her years of service computation under STRS on or after March 31, 2006. The District agrees to pay to STRS on Dr. Moeller's behalf the difference owing to STRS as a result of the aforesaid transfer.”

A vote was taken which resulted in:

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

FACULTY UNION:

Member Scheiman moved, Member Dolan seconded, that the Board of Trustees ratify the college's action in implementing the Last, Best, and Final Offer presented on February 17, 2006, to the Columbus State Education Association, the union for faculty members.

A vote was taken which resulted in:

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

PHYSICAL PLANT UNION:

Member Keller moved, Member Scheiman seconded, that the Board of Trustees ratify the college's tentative agreement with the International Brotherhood of Teamsters Local 284 for the employees in the Physical Plant Department.

A vote was taken which resulted in:

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

ADJOURNMENT:

The meeting was adjourned at 7:48 p.m.

M. Valeriana Moeller
Secretary, Board of Trustees