



COLUMBUS STATE COMMUNITY COLLEGE
Board of Trustees Committee of the Whole
Franklin Hall Board Room

550 East Spring Street
P.O. Box 1609
Columbus, Ohio 43216-1609
614/287-2400

May 17, 2007

MINUTES

Present:

Suzanne Stilson Edgar, Chairperson	Jeffrey L. Scheiman, Vice Chair
William A. Antonoplos, Board	Michael E. Flowers, Board
Dr. Susan C. Finn, Board	Michael C. Keller, Board
Priscilla D. Mead, Board	William J. Dolan, Board
Dr. Val Moeller, President	Dr. Deborah Coleman, V.P.
Dr. Kay Adkins, Provost	Terri Gehr, Sr. V.P.
Will Kopp, V.P.	Jessica Jones, Ex Officio Student
Hamid Danesh, V.P.	Tonja Lawson, Ex Officio Staff
Paulette Fortea, President's Asst.	Darrell Minor, Ex Officio Faculty

Guests:

Jim Wyant and Paul Goggins

Ms. Suzanne Edgar, Board Chairperson, called the meeting to order. President Moeller introduced the new student ex officio representative to the Board, Jessica Jones. Jessica is a transfer student and will be completing her Bachelor's degree in preparation for law school. She also works as a Page in Senator Stiver's office.

(1) **Acquinas Hall Roof Replacment Project**

President Moeller advised that the Board had previously approved a budget of \$90,000 for the repair of the roofing system on Aquinas Hall and now, with its further deterioration, the Board is being asked for an additional \$12,000 for construction contingency costs for a total budget of \$99,700 which will be funded from the state capital funds.

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

(2) **Renovation of 339 Cleveland Avenue**

The President explained that the project to renovate the 339 Cleveland Avenue building was recommended by the Columbus Campus Planning Committee, and was previously approved by the Board in September of 2006. The Board is being asked to authorize the college to enter into the necessary contracts to begin this project at this time. She also noted an error on the agenda on the cost for electrical services of an additional \$500.00.

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

(3) **Renovation of Eibling Hall Fourth Floor**

Dr. Moeller explained that the renovation to Eibling Hall is part of the projects recommended by the Columbus Campus Planning Committee previously approved by the Board. The renovation to the fourth floor is another stage of the project to begin.

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

(4) **Allocation for Site Development, Delaware Campus**

Ms. Terri Gehr gave some background on the steps leading to the development of the Delaware campus as it related to locating the site, hiring the architect and proceeding to the exploratory stage. She stated that this is a critical juncture of the process and before asking the architect for more plans, the committee wants to be sure the Board is comfortable with the direction in which the process is going. We also want to be sure of the availability of the funding for the infrastructure for the building and subsequent buildings. Therefore, the Board is being asked to authorize \$4.2 million from unallocated funds for the development of the Delaware campus site.

Ms. Gehr introduced Paul Goggins who has built numerous buildings for the State of Ohio and has been co-chairing this effort with Dr. Michael Snider. Mr. Goggins then gave a brief presentation on where the college is in the preliminary planning process.

Dr. Moeller stated that she would keep the Board updated on the relationships with the Delaware community as it relates to this project.

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

(5) **Tenure Appointments**

President Moeller advised that in accordance with Tenure Policy No. 5-02 approved by the Board of Trustees and effective December 1, 2005, all individuals having met the eligibility requirements for tenure and first promotion were reviewed by the Department Chairperson, the Division Dean, the Promotion and Tenure Review Committee, the Provost, and the President. Eighteen (18) persons received recommendations that they be awarded tenure by the Board of Trustees of Columbus State Community College. All eighteen (18) of those individuals are also being recommended for promotion in rank to Assistant Professor.

The college is requesting that the following individuals be granted tenure effective at the beginning of the 2007-2008 contract year:

Michael Bailey	Biological and Physical Sciences
Deborah Bertsch	Communication Skills
Ingrid Emch	Communication Skills
Susan Flatt	Communication Skills
Myung Han	Biological and Physical Sciences
Carolyn Kaufman	Social and Behavioral Sciences
Alesa Mansfield	Humanities
Kristin Ramsey	Mathematics
Gary Rensi	Mathematics
Martha Sucheston	Biological and Physical Sciences
David Tom	Social and Behavioral Sciences
Sharon Bockus	Practical Nursing
Charles Foley	Business Management
Roberta Grawemeyer	Early Childhood Development
Jeffrey Gruber	Aviation Maintenance
Charles Kassor	Aviation Maintenance
Mary Morgan	Nuclear Medicine
Antoinette Perkins	Massage Therapy

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

(6) Salary Adjustments

The President recommended compensation adjustments for non-union full-time staff and administrators for fiscal year 2007 - 2008, and that the Board approve increasing the salary ranges by 2.5% with a salary adjustment pool of 3.75% from the general and auxiliary funds. She also explained that this is done on a merit basis after employees have been evaluated. The college is also asking for a 2.75% increase for the Adjunct Faculty members raising their current contact hourly rate of \$40.00 to \$41.50 per contact hour. It was also recommended that the part-time employees be given a 3.75% increase, as well as an increase of 2.5% both at the top and the bottom. The Committee was given a copy of the survey from the market research for 2007 of salary and range adjustments to show that we are within the range of the trends.

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

(7) **Operating Budget for Fiscal Year 2008**

President Moeller asked Ms. Gehr to give the narrative describing the revenue and expense assumptions being proposed for the Fiscal Year 2008 Operating Budget.

Ms. Gehr gave a brief presentation. She explained that the college's budget is basically payroll and benefits which is 73.2% of the current year's budget, and operations which is 20.6%. She noted that we have \$1.5 million in deb, about 1.4% of our budget, which is a very low percentage of our total revenues. Every year \$3 million is allocated to capital to buy and replace our capital equipment. Also, \$2.5 million is set aside for capital improvement.

Ms. Gehr stated that the college has two primary sources of revenue which are the State's subsidy and student tuition and fees, as well as interest income. The trend has been that the State's share has been going down and the student's share has been going up, and the Governor's proposal is attempting to change that trend. In order to keep the college's subsidy equal to this year, while keeping tuition at 0% abiding by the Governor's Compact, the college has redesigned its health care program; slowed down the growth of payroll with the ERI program; refinanced its debt and realigned Bridgeview.

The college is requesting that the Board of Trustees approve the Fiscal Year 2008 Operating Budget for Columbus State Community College, the Child Development Center, and the Bookstore as presented. The college is also asking for approval of a one-time bonus of \$500 per full-time employee to offset health care costs to be paid from unallocated reserves.

Mr. Gehr introduced Jim Wyant, the college's financial analyst who is instrumental in putting together the budget for the college.

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

(8) **Personnel Information Items**

There was no discussion of the personnel information items. They are presented to the Board for information only.

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

(9) Financial Statements as of April 30, 2007

The financial statements are self-explanatory and required no further discussion. The college is requesting that the financial statements as of and for the ten months ended April 30, 2007, be accepted as presented.

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

(10) Campus Safety

Chairperson Edgar stated that she would like the discussion of campus safety to be a very open discussion and that each Trustee weigh in with comments and concerns with the goal being to arrive at some kind of decision as to the process necessary to evaluate where the college stands with this issue. Dr. Moeller stated that this is an issue that has come to the forefront given the situation with Virginia Tech. She advised that the Fraternal Order of Police has requested to address a policy that governs how the campus police officers are armed or not armed which is an issue that has to be addressed by the Board. The Committee was given a copy of crime statistics on campus for the last four years, and a list of the various actions that have been taken to increase campus safety. Dr. Moeller wants the Board to consider updating the college's Policy on security which hasn't been updated since 1983.

It was suggested that a sub-committee be formed to gather information and talk to the appropriate people with expertise in campus security measures and report back to the Board. Dr. Moeller noted that she was given the name of the former police chief from Ohio State University who comes recommended very highly. However, she wanted to get direction from the Board before actually making contact. A suggestion was also made to contact the Attorney General for direction in this issue taking a more global approach to the safety of the campus.

After consideration of the suggestions and recommendations of the Trustees, Dr. Moeller was assigned the responsibility of leading the effort in gathering information and to put together a report to bring back to the Board at the next Board meeting.

There being no further business to come before the Committee, the meeting was adjourned at 1:58 p.m.