



COLUMBUS STATE COMMUNITY COLLEGE
Board of Trustees Committee of the Whole
Franklin Hall Board Room
November 12, 2009

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

MINUTES

Present:

William J. Dolan, Chair	Michael E. Flowers, Vice-Chair
Dr. Richard H. Owens, Board	Poe A. Timmons, Board
Suzanne Stilson Edgar, Board	Dianne A. Radigan, Board
Dr. Val Moeller, President	Terri Gehr, Sr. V.P.
Will Kopp, V.P.	Dr. Deborah Coleman, V.P.
Tim Wagner, V.P.	Jackie De Genova, Legal Consultant
India Ashley, Ex Officio Staff	Darrell Minor, Ex Officio Faculty
Liliana Landauer, Ex Officio Student	Paulette Fortea, President's Assistant

Mr. William Dolan, Board Chair, called the meeting to order at 12:19 p.m. The following agenda items were introduced and discussed:

(1) **Compliance with Payroll of 24 or 26 Pays**

Tim Wagner, Vice President, Human Resources, gave a presentation concerning the College's compliance with the new changes in the Ohio Wage and Hour laws governing payroll systems. Upon examination, it was determined that the College was not completely in compliance and therefore, changes were necessary. He explained that there are various options to consider, and they have narrowed it down to two—paying in 24 pays, the 15th and the last day of the month as is done currently, or the option of going to 26 pays, which would be paying every other week. He also explained the challenges involved and the impact either would have on the College and its employees.

(2) **Self-Insured Workers Compensation Benefit**

Dr. Moeller explained that the Board previously approved funds for the College to move to a self-insured model with the Bureau of Workers Compensation. To do this, the College will need funding in the amount of \$182,500 to begin the first steps of the conversion from a fully-insured Workers Compensation plan to a self-insured plan. The Board is being asked to allocate this amount from the unallocated funds to a new initiative account to begin the transition.

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

(3) Fifteen (15) Full-time Faculty Positions (Columbus Campus)

Due to significant enrollment growth particularly in the Autumn 2009 quarter, and the expectation of a significant increase in students in the Winter and Spring quarters of 2010, there is an immediate need for new full-time faculty – nine (9) to be assigned to the Arts & Sciences Division, and six (6) to the Career & Technical Division.

The total projected costs for the 15 positions would be \$804,885 funded at the instructor rank as outlined in the College's Procedure No. 3-01.

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

(4) Five (5) New Staff Positions (Columbus Campus)

Due to the College's substantial growth in enrollment in the past 18 months, there is an immediate need for four (4) new enrollment advisors and one (1) accountant position to help meet the increased student demand, the increased number of grants and the payroll associated with the grants, and advising needs also related to the semester conversion. The total annual cost for the five (5) new positions is projected to be \$284,149 from the General Fund.

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

(5) Personnel Information Items

There was no discussion of the personnel items; they are presented to the Board for informational purposes only.

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

(6) **Financial Statements as of September 30, 2009**

The College's Financial Statements as of and for the three months ended, September 30, 2009 were sent out in advance with the Board agenda. It was explained that, due to the fact that the November Board meeting falls earlier because of the Holiday, it was not possible to include the financials for October. However, the October financials were inserted to the Board books for the Board's review, and Terri Gehr, CFO, gave some of the highlights of the October report.

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

There being no further business to come before the Committee, the meeting was adjourned.