



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

MINUTES

BOARD OF TRUSTEES MEETING
Thursday, January 23, 2014
Pete Grimes Board Room, Franklin Hall

CALL TO ORDER:

The regularly scheduled meeting of the Board of Trustees of the Columbus State Community College was held on Thursday, January 23, 2014, in the Board Room of Franklin Hall. The meeting was called to order by Chairperson Richard D. Rosen at 6:04 p.m.

ROLL CALL:

Present: Mr. Richard D. Rosen, Chairperson
Mr. Michael E. Flowers, Vice Chairperson
Ms. A. Lynne Bowman
Ms. Jami S. Dewolf
Ms. Valoria C. Hoover
Ms. Anne Lopez-Walton
Ms. Dianne A. Radigan
Ms. Poe A. Timmons
Mr. Kirt A. Walker

CERTIFICATION OF COMPLIANCE:

President Harrison advised 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.

APPROVAL OF MINUTES:

Member Hoover moved, Member Radigan seconded, that the minutes of the regular meeting of the Board of Trustees held on Thursday, November 21, 2013, be approved as presented.

A vote was taken, which resulted in:

AYES: Members Rosen, Flowers, Dewolf, Hoover, Lopez-Walton,
Radigan, Timmons, Walker

NAYS: None

ABSTAIN: Member Bowman

AUDITOR'S REPORT:

Member Hoover moved, Member Timmons seconded, that the Board of Trustees accept, as presented, the reports of the Independent Auditors on the Financial Statements as of June 30, 2013, of the College and the Development Foundation, as prepared by Parms & Company, LLC.

A vote was taken, which resulted in:

AYES: Members Rosen, Flowers, Bowman, Dewolf, Hoover, Lopez-Walton,
Radigan, Timmons, Walker

NAYS: None

REVISED OPERATING BUDGET FOR FY 2014:

Member Timmons moved, Member Flowers seconded, that the Board of Trustees approve the Revised FY 2014 operating budgets for the College's general fund (Exhibit A - attached) and the auxiliary fund (Exhibit B - attached).

A vote was taken, which resulted in:

AYES: Members Rosen, Flowers, Bowman, Dewolf, Hoover,
Lopez-Walton, Radigan, Timmons, Walker

NAYS: None

FINANCIAL STATEMENTS AS OF, AND FOR THE SIX MONTHS ENDED DECEMBER 31, 2013:

Member Dewolf moved, Member Bowman seconded, that the financial statements, as of, and for the six months ended December 31, 2013, be approved as presented.

A vote was taken, which resulted in:

AYES: Members Rosen, Flowers, Bowman, Dewolf, Hoover,
Lopez-Walton, Radigan, Timmons, Walker

NAYS: None

PRESIDENT'S REPORT:

President Harrison reported on the following items:

1. Staff Employees of the Month

Full-time Staff Employees of the Month for December 2013 and January 2014 were Mark VanHorn, Developer, Marketing and Communications and Ann Wenger, Office Associate, Mathematics respectively.

Part-time Staff Employees of the Month for November 2013 and January 2014 were Catherine Giles, Coordinator, College Testing Center and Rebecca Morse, Interpreter, Disability Services respectively.

2. Updates

- Capital Bill Recommendations – Columbus State has submitted to OACC for capital bill appropriations the amount of \$10,500,000 for infrastructure. This amount will go to the General Assembly for their final approval.
- Dual Enrollment/College Credit Plus – Governor has developed an umbrella approach to dual enrollment, for example, PSEO was much less financially attractive for districts than dual enrollment, so that caused some districts not to promote PSEO. It provides a consistent level of finances with both a floor and ceiling based on different kinds of delivery. No cost to students. The funding is tied to the per pupil cost of the school districts not the tuition of the colleges. Coursework must lead to degrees and certificates and the quality is monitored by the higher education partners. These are only recommendations and will go forward as part of the mid-biennium budget review this spring.

- Spring Enrollment – we are planning on 7% down from a student credit hour standpoint. From a headcount standpoint, we are at about 25,000 which is a little lower than this time last spring. We are within less than 100 students of where we were in autumn semester.

3. State of the Industry

Dr. Harrison discussed the “Moody’s Investors Service Industry Outlook” and how Columbus State has anticipated and are uniquely positioned to lead in this new environment in the following ways:

- A commitment to serving a highly diverse population.
- Investments in and a college-wide commitment to student success and completion.
- Leadership in innovative learning delivery.
- A “partner-first” strategy
 - High schools
 - Colleges and universities
 - Employers and other private sector partners
 - State and local government
 - Community agencies
- A regional leadership position in workforce development.

OLD BUSINESS:

There were no items to bring before the Board.

NEW BUSINESS:

Chair Rosen wanted to make a motion, so he temporarily transferred the Chair role to Vice-Chair Flowers. Chair Rosen’s motion was as follows:

“Some of you may recall that, in July of 2012, the Ohio Board of Regents adopted a Resolution promoting tobacco-free Ohio campuses.

In the Resolution, the Board of Regents expressed concerns about the well documented negative health impact that tobacco has on the health and wellbeing of students attending Ohio's public institutions of higher education as well as staff at those institutions.

The members of the Ohio Board of Regents advocated in the Resolution for the establishment of tobacco-free college and university campuses at all of Ohio's public

institutions of higher education, and the Regents recommended that each Board of Trustees in the University System of Ohio, implement its own policy to establish its campus as tobacco-free.

When the Regents adopted this Resolution in 2012, this Board acknowledged the importance of the issue and expressed a commitment to promoting a tobacco-free campus here at Columbus State.

At the time, the College was in the midst of developing our master plan and our strategic plan, preparing for the accreditation review, and tackling significant budgetary developments --and so we afforded Dr. Harrison about one year to address those issues before returning to the tobacco-free campus discussion.

A year or so has passed, and I believe now is a good time for the administration to begin the work around preparing for implementing a tobacco-free campus. We know that many Boards are considering this issue, and our colleagues at COTC, Rhodes and Zane State have now joined the ranks of several four-year colleges in implementing tobacco-free campus policies.

Dr. Harrison, thanked Chair Rosen and believes that the time is right for the College to focus on a tobacco-free campus policy. He stated that Columbus State is prepared to engage students, faculty and staff in discussion and bring policy recommendations to the Board for review at the July 2014 meeting.

Member Rosen moved, Member Bowman seconded, that the Board of Trustees direct the President to present during the July 2014 Board meeting, policy recommendations for the establishment of a tobacco-free campus at Columbus State.

A vote was taken, which resulted in:

AYES: Members Rosen, Flowers, Bowman, Dewolf, Hoover,
Lopez-Walton, Radigan, Timmons, Walker

NAYS: None

ANNUAL REORGANIZATION OF THE BOARD:

ELECTION OF OFFICERS FOR 2014

The Nominating Committee recommended the following slate of officers for 2014:

Chair	Mr. Richard D. Rosen
Vice-Chairperson	Mr. Michael E. Flowers
Secretary	Dr. David T. Harrison
Treasurer	Mrs. Terri Gehr
Deputy Treasurers	Dr. David T. Harrison and Ms. Aletha W. Shipley

Trustee Dianne Radigan will represent the Board of Trustees on the Foundation Board.

The delegate for the Ohio Association of Community Colleges will be Trustee Jami Dewolf and the alternate will be Trustee Valoria Hoover.

Moved by the Committee, Member Dewolf seconded, that the Slate of Officers proposed by the Nominating Committee be elected as Officers of the Board of Trustees of the Columbus State Community College for the 2014 organizational year.

A vote was taken, which resulted in:

AYES:	Members Rosen, Flowers, Bowman, Dewolf, Hoover, Lopez-Walton, Radigan, Timmons, Walker
NAYS:	None

DATES ESTABLISHED FOR BOARD AND COMMITTEE MEETINGS FOR 2014:

Member Flowers moved, Member Hoover seconded, that the dates established for Board and Committee meetings for 2014 be approved as presented.

A vote was taken, which resulted in:

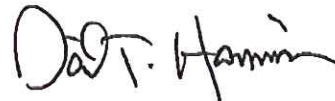
AYES:	Members Rosen, Flowers, Bowman, Dewolf, Hoover, Lopez-Walton, Radigan, Timmons, Walker
NAYS:	None

PUBLIC PARTICIPATION:

There were no requests for public participation.

ADJOURNMENT:

There being no further business to come before the Board of Trustees, the meeting was adjourned at 7:22 p.m.



Dr. David T. Harrison
Secretary, Board of Trustees

**Columbus State Community College
District Operational Budget Comparison
Proposed FY14 Revised Budget Compared to FY14 Budget, Projected RFY13 Year End & FY11 and FY12 Actual**

	(1) FY11 Actual	(2) FY12 Actual	(3) FY13 Actual	(4) FY14 Budget	(5) FY14 Revised	(6) Difference FY14/RFYE14	(7) Percent Inc/(Dec.)
Revenues							
Appropriations							
(a) Subsidy	\$54,375,267	\$58,179,006	\$60,304,059	\$58,494,937	\$60,429,175	\$1,934,238	3.3%
(b) Student Support Services	0	36,578	53,376	0	0	0	
(c) SSI - Stimulus	9,277,688	0	0	0	0	0	
(d)	63,652,955	58,215,584	60,357,435	58,494,937	60,429,175	1,934,238	3.3%
Student							
(e) Tuition	84,625,053	86,765,663	72,734,323	76,267,304	74,975,901	(1,291,403)	-1.7%
(f) Tuition - Calendar Realignment	0	2,824,628	4,011,032	0	0	0	0.0%
(g) Fees	4,929,390	5,162,992	4,204,046	5,076,982	4,189,057	(887,925)	-17.5%
(h) Special Courses	1,378,851	1,365,494	1,272,508	724,153	941,399	217,246	30.0%
(i)	90,933,294	96,118,777	82,221,909	82,068,439	80,106,357	(1,962,082)	-2.4%
Other							
(j) Partnership Revenue	0	430,000	331,548	250,000	250,000	0	0.0%
(k) Contract Services	644,563	600,000	335,000	325,000	100,000	(225,000)	-69.2%
(l) Miscellaneous	75,000	471,184	144,532	353,000	153,000	(200,000)	-56.7%
(m)	719,563	1,501,184	811,080	928,000	503,000	(425,000)	-45.8%
(n) Total Revenues	155,305,812	155,835,545	143,390,424	141,491,376	141,038,532	(452,844)	-0.3%
Expenditures							
(o) Educational & General							
(p) Instructional	82,627,969	85,390,839	76,495,615	76,982,593	75,323,034	(1,659,559)	-2.2%
(q) Instructional - Calendar Realignment	0	981,750	2,227,981	0	0	0	
(r) Library	2,082,580	2,202,714	1,990,976	1,676,801	1,672,175	(4,626)	-0.3%
(s) General	11,386,343	11,605,834	10,302,032	10,702,744	10,520,659	(182,085)	-1.7%
(t) Information Technology	11,983,933	12,413,591	11,952,596	13,141,946	12,716,775	(425,171)	-3.2%
(u) Student Affairs	11,319,934	13,026,993	13,489,381	14,546,406	14,304,039	(242,367)	-1.7%
(v) Operation & Maintenance of Plant	13,215,486	14,056,351	13,034,407	13,915,739	13,947,490	31,751	0.2%
(w) Administration	7,808,544	9,846,099	9,847,089	9,626,408	9,160,548	(465,860)	-4.8%
(w) Operational Expenditures	140,424,789	149,524,171	139,340,077	140,592,637	137,644,720	(2,947,917)	-2.1%
(x) Transfer for Equip. & Replacement	4,158,000	3,000,000	2,500,000	2,000,000	2,000,000	0	0.0%
(y) Transfer for Debt Service	1,548,819	1,463,756	1,460,906	1,388,906	1,388,906	0	0.0%
(z) Transfer for Semester Conversion	4,000,000	0	0	0	0	0	
(aa) Transfer One-Time Compensation	0	2,600,000	0	0	0	0	
(ab) Total Expenditures & Transfers	160,131,608	156,587,927	143,300,983	143,981,543	141,033,626	(2,947,917)	-2.0%
(ac) Net Operational Revenues	5,174,204	(752,382)	89,441	(2,490,167)	4,906	2,495,073	-100.2%
(ad) Reserve Funding							
(ae) Transfer-In Delaware Campus	2,297,868	2,058,380	0	0	0	0	
(af) Budget Tuition Stabilization	0	0	0	2,500,000	0	(2,500,000)	-100.0%
(ag) Net Revenues	\$7,472,072	\$1,305,998	\$89,441	\$9,833	\$4,906	\$ (4,927)	-50.1%

Notes

- (1,2,3) FY11, FY12 and projected year end FY13 are from internal financial statements (unaudited)
- (a) Subsidy as approved by the Controlling Board, December 16, 2013.
- (e) Tuition revenue includes actual revenue for SU13 and AU13, SP14 revenue projected at 7% lower than original budget and SU14 revenue is projected flat to SU13.
- (f,p) Eliminates revenues and expenses that were necessary in FY13 to accommodate calendar-realignment for semesters.
- (g) Fee revenue includes application, records & ID fee, lab, parking and other fees.
- (o) Education and General Instruction includes the Divisions of Arts & Sciences, Career & Technical Programs, CEWD, Distance Learning, Dual Enrollment, Assessment, Curriculum Management, Academic Affairs VP Offices and Regional Learning Centers.
- (r) General includes Facilities Management, Human Resources, Campus Services, Marketing & Communication, Institutional Effectiveness, Grants Office, Diversity & Inclusion and the Foundation Office.
- (t) Student Affairs includes Disability Services, Admissions, Student Assistance, Student Conduct, Career Services, Testing Center, Telephone Information, Registration, Financial Aid, Counseling, Advising, Athletics, Student Engagement, Veterans Office, TRIO/Special Projects and Dean/VP Offices.
- (v) Administration includes Sr. VP BAS, President's Office, Delaware Campus Admin, Business Services, Chief of Staff and an allocation for bad debt.

Columbus State Community College
Auxiliary Services Budget Comparison
Proposed RFY14 Budget Compared to FY14 Original Budget, Year End Actual FY11, FY12 and FY13

	(1) FY11 Actual	(2) FY12 Actual	(3) FY13 Actual	(4) FY14 Budget	(5) FY14 Revised	(6) Difference FY14/RFYE14	(7) Percent Inc/(Dec)
Revenues							
(a) Bookstore	\$3,270,608	\$3,349,018	\$2,832,339	\$3,319,222	\$3,271,094	(\$48,128)	-1%
(b) Child Development Center	807,138	711,476	656,785	0	0	0	
(c) Food Services	331,606	340,229	418,505	405,000	341,000	(64,000)	-16%
(d) Bridgeview	374,688	442,376	239,563	0	0	0	
(e) Total Revenues	4,784,040	4,843,099	4,147,192	3,724,222	3,612,094	(112,128)	-3%
Expenses							
(f) Bookstore	1,916,458	1,924,458	1,836,435	1,984,972	1,993,138	8,166	0%
(g) Child Development Center	1,118,031	1,055,419	824,321	0	0	0	
(h) Food Services	84,006	114,333	183,286	250,063	217,015	(33,048)	-13%
(i) Bridgeview	457,799	500,542	437,783	0	0	0	
(j) Total Expenses	3,576,294	3,594,752	3,281,825	2,235,035	2,210,153	(24,882)	-1%
Net Income/(Loss)							
(k) Bookstore	1,354,150	1,424,560	995,904	1,334,250	1,277,956	(56,294)	-4%
(l) Child Development Center	(310,893)	(343,943)	(167,536)	0	0	0	
(m) Food Services	247,600	225,896	235,219	154,937	123,985	(30,952)	-20%
(n) Bridgeview	(83,111)	(58,166)	(198,220)	0	0	0	
(o) Total Net Income/(Loss)	1,207,746	1,248,347	865,367	1,489,187	1,401,941	(87,246)	-6%
Miscellaneous							
(p) Administrative Office	503,622	494,657	492,559	570,592	570,592	0	0%
(q) Marketing	0	0	0	37,200	37,200	0	0%
(r) College Strategic Priorities	0	0	0	400,000	400,000	0	0%
(s) Total Miscellaneous	503,622	494,657	492,559	1,007,792	1,007,792	0	0%
(t) Total Auxiliary Net Income	\$704,124	\$753,690	\$372,808	\$481,395	\$394,149	(\$87,246)	-18%
(u) Capital Equipment				\$	50,000		

Notes

(1,2,3) FY11, FY12 and FY13 are from internal financial statements (unaudited)

(a,c) Bookstore sales are budgeted at \$14,885,421 and Food Service revenue is budgeted at \$427,000.

(p) Administrative Office includes expenses related to administrative expenses common to both enterprises.

(u) Capital equipment to be funded from Auxiliary's reserves