BOARD OF TRUSTEES
PROCEEDINGS

SUMMARY OF THE EXECUTIVE SESSION
September 22, 2009

At the regular meeting of the Board of Trustees held July 28, 2009, the Board of Cincinnati State Technical and Community College, by roll call vote, approved by a majority of a quorum of the members present to meet in executive session on Tuesday, September 22, 2009 beginning at 3:30 p.m., at the College, pursuant to the provisions of Ohio Revised Code, Session 121.22 for the following purposes: a) to consider personnel matters related to the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official; b) to consider the purchase or sale of public property; c) to confer with an attorney concerning pending or imminent court action; d) to discuss matters concerning collective bargaining; e) to discuss matters required to be kept confidential by federal or state law; and f) to consider details of security arrangements.

The executive session of September 22, 2009 concluded at 5:48 pm.

REGULAR MEETING
September 22, 2009
5:48 P.M.
Cincinnati State Technical and Community College
Conference Center

SUNSHINE LAW COMPLIANCE ANNOUNCEMENT

The Board of Trustees of the Cincinnati State Technical and Community College District, Hamilton County, Ohio, met in regular session, pursuant to the rules, in the Conference Center of Cincinnati State Technical and Community College, 3520 Central Parkway, on Tuesday, September 22, 2009 at 5:48 pm, Chairperson Oestreicher presiding. Notification had been given to the following metropolitan newspapers: **The Cincinnati Enquirer, The Cincinnati Herald,** and the *Press Community Newspapers*, in compliance with the requirements of Ohio Revised Code, Section 121.22.

ROLL CALL					
MEMBER	**PRESENT**	**ABSENT**	**MEMBER**	**PRESENT**	**ABSENT**
Dr. Bankston	X		Mr. Steele	X	
Mrs. Leonard	X		Mr. Wales	X	
Mr. McKenna	X		Ms. Waller	X	
Mr. Oestreicher	X		Mr. Walton	X	
Mr. Ringel		**X**	**TOTAL**	**8**	**1**

09.64 Approval of the Proceedings of the Regular Meeting of July 28, 2009
Chairman Oestreicher asked for a motion to approve the referenced minutes. Mr. Steele so moved and Dr. Bankston seconded the motion.

ROLL CALL VOTE							
MEMBER	**AYES**	**NOES**	**ABSTAINED**	**MEMBER**	**AYES**	**NOES**	**ABSTAINED**
Dr. Bankston	X			Mr. Wales	X		
Mrs. Leonard	X			Ms. Waller			X
Mr. McKenna			X	Mr. Walton			X
Mr. Ringel				Mr. Oestreicher	X		
Mr. Steele			X				
				TOTAL	**4**	**0**	**4**

09.65 Consideration of Items for Possible Addition to Agenda
There were none.

09.66 Recognition for Outstanding Accomplishment
Dr. Henderson recognized Brian Canteel, who was selected for promotion from Lieutenant Colonel to Colonel by the Army. Colonel Canteel serves as the U.S. Army North State Emergency Preparedness Liaison Officer for the State of Ohio. His primary role is to assist the Adjutant General of the Ohio National Guard and Ohio Emergency Management Agency in coordinating federal military forces in the event of a major disaster, terror attack or natural disaster.

Dr. Henderson also recognized Ralph Wells. The College won the US Green Building Council's 2009 Excellence in Green Building Education Award at the community and technical college level.

09.67 Consent Agenda for Recurring Items
Mr. Oestreicher asked for a motion to approve the Consent Agenda. Mr. Walton so moved and Mr. McKenna seconded the motion.

ROLL CALL VOTE							
MEMBER	**AYES**	**NOES**	**ABSTAINED**	**MEMBER**	**AYES**	**NOES**	**ABSTAINED**
Dr. Bankston	X			Mr. Wales	X		
Mrs. Leonard	X			Ms. Waller	X		
Mr. McKenna	X			Mr. Walton	X		
Mr. Ringel				Mr. Oestreicher	X		
Mr. Steele	X						
				TOTAL	**8**	**0**	**0**

09.68 Financial Report

In the absence of Sandy Simpson, Tom Herzog updated the Board on the financial report. As of June 30, 2009, the College's General Fund net revenue is $2.5 million. The composite score remains at 2.7. Total personnel expenditures were $350,000 over budget because of faculty overload and adjunct faculty due to increased enrollment.

Operating expenditures were $198,000 under budget. Utilities continues to show significant savings due to the completion of the energy management project. WDC has generated over $1.9 million in state share of instruction for the year as compared to $1.7 million for 2008 and $1.9 million for 2007. General Fund balance is $15.6 million and investments are just over $22 million. Testing for the year-end audit has been completed and financial statements are under partner review.

Mr. Walton asked about the financial statements and whether the Board would have a chance to review them before they go to the State. Mr. Herzog said that could be done.

Mr. Oestreicher asked for a motion to approve the financial report. Dr. Bankston so moved and Ms. Waller seconded.

ROLL CALL VOTE							
MEMBER	**AYES**	**NOES**	**ABSTAINED**	**MEMBER**	**AYES**	**NOES**	**ABSTAINED**
Dr. Bankston	X			Mr. Wales	X		
Mrs. Leonard	X			Ms. Waller	X		
Mr. McKenna	X			Mr. Walton	X		
Mr. Ringel				Mr. Oestreicher	X		
Mr. Steele	X						
				TOTAL	**8**	**0**	**0**

09.69 Faculty Senate Report

Ms. Carla Gesell-Streeter presented the report as contained in the packet. She added that Bob Baylor and Linda Schaffield were new senators. Ms. Gesell-Streeter remains as president, with Bob Baylor as vice-president. Linda Romero-Smith is recording secretary. Brad Levy continues as elections secretary and Linda Schaffield is treasurer. Space needs for 10,000students is putting a strain on the College.

09.70 President's Report

Dr. Henderson announced that Sandy Simpson will be retiring at the end of the calendar year.

Dr. Henderson reported on the record enrollment. This occurred during the 40th anniversary celebration of the College. People came together to address all the problems associated with such a huge student population. There were problems, but people worked to find solutions. Dr. Henderson commented that historically the late terms are the bigger enrollments, so it could get interesting.

The semester conversion project is beginning, and it will bring some significant financial implications to the College. Dr. Henderson asked Dr. Posey to give an update.

Dr. Posey stated that the College is working on both internal initiatives and external issues related to the semester conversation project. The official name of the project is Semester Transition Project. Committees have been formed and a retreat is being planned for all the committee co-chairs. Sub-committees are based on what other institutions have done. These include communication, the actual calendar, transfer of credits, program advising, etc. There are several state-level sessions on the process. The Ohio Board of Regents has provided a definition of a semester credit hour. This will give a framework to use. It is based on the number of hours that a student is in class.

Transfer courses will have to be re-approved when they are redesigned. A time line for this is being developed. The OBR is stating that courses need to be approved a year in advance of conversion.

Several semester summits are being planned and the College will be attending with teams. A meeting with UC is being planned to coordinate efforts. The chairs of the committee are Paul DeNu and Alice Palmer.

Ms. Waller asked if the College is on track to meet the deadlines. Dr. Posey responded that the conversion is to be in 2012. The College is looking at everything that has to be done this year and next year, and it was felt the College is on track to meet the deadline.

Mr. McKenna asked about the budget for this project. Dr. Posey responded that it is known that it will be costly and there is a sub-committee formed to look at the budget and estimate the cost because of the impact on workload.

Mr. Walton asked if the College is working with University of Cincinnati on this issue. Dr. Posey responded that we were and a meeting is being planned.

Ms. Waller asked about the state summits and if only the committee members were involved. Dr. Posey stated that the summits involved other institutions and they described what they went through in the transition and what process they used. Dr. Henderson stated he thought it was open to anyone who wanted to attend. Trustees and presidents were invited.

Dr. Henderson addressed the issue of cost. UC initially announced it would cost $21 million, but recently have used $12 million as an estimate. The College intends to

survey community colleges which have recently made the transition to get a sense of what the impact has been. The College has a unique calendar which adds to the mix.

Mr. McKenna asked about the impact of SB6 on the transition. Tom Herzog replied that some money would be earmarked for this project and that money would not affect the fund balance.

Mr. Oestreicher asked to have the Board receive a report on the financial side of this project on a monthly basis.

Dr. Henderson asked Dan Cayse to give an update in his area. Community colleges have been challenged to create their own revenue lines as they are going to be required to reach self-sufficiency. The College cannot rely on the state budget alone and to maintain reasonable access and keep tuition low, new revenue streams must be identified.

Dan reported that the College is looking at an external catering capability through the Culinary Institute. MCI and Jean Robert are catering the Symphony pre-concert dinners for 12 months. There will be several billboards advertising this event. There will also be print ads.

On April 11, Jean Robert will take between 30-40 people to France for a week-long exploration of the Bordeaux wine area. There will be major sponsorship for this. It is hoped that this sponsorship will cover the entire trip and not cost the College anything.

The Manchester Inn in Middletown hosted Jean Robert and Butler County dignitaries and visitors to introduce the MCI in that area. This was done in conjunction with Miami University. This was a brand alignment opportunity and a chance to talk about collaboration and opportunities in Butler County, including workforce development, degree programming, etc. Dr. Henderson has begun some high-level meetings with Butler Tech. Conversations with Miami University continue, and meetings with Sinclaire are being developed. The goal is to look at opportunities with minimal amounts of investments but high rates of returns.

Ms. Waller commented on the ad campaign on Jean-Robert and how it is a great use of resources to combine the arts and positions Cincinnati State very favorably.

Dan Cayse thanked his people for all their hard work.

Dr. Henderson stated there are goals to all these projects. Middletown asked the College to come there. Some of the community leaders of Middletown and Butler County were there. Cincinnati State was asked to help bring vibrancy and workforce training to the area. There are lots of possibilities out there for the College.

Doug Heesten was asked to give an update on Institutional Advancement achievements. The Annual Fund is going on at the College. The goal is $1.5 million and as of this date, $280,000 has been raised toward that goal. The employee phase of the campaign begins next week. The goal is for 100% giving inside the College. The annual golf classic raised $51,000 for scholarships. There were 97 golfers and the

College maintained the same level of golfers and sponsors as last year, which was a major accomplishment. During the first two and half months of the year, two government grants totaling $142,000 have come in. Institutional Advancement is working with Hamilton County on continuation of the drop out program.

Dr. Henderson announced that Jamilah Hackworth was selected as a YWCA Rising Star. This award recognizes young women who have demonstrated outstanding performance, achievement, leadership and potential at a young age (25 to 40).

Dr. Henderson stated that Trustee Dr. Karen Bankston is being given an Athena Award in the near future.

09.71 Chairperson's Report, Trustee Association Report, and AQIP Update
Mr. Walton reported on a recent Ohio Board of Regents meeting he attended. The theme was on two and four-year college collaboration, given the fact there are only so many resources to go around. Pharmaceutical, administrative and academic collaborations were highlighted. Ohio State came together with a number of other institutions to encompass 470,000 employees. This was a way to reduce pharmaceutical costs. Over a five year period, it was estimated the savings would be $18 million.

A Board member will be appointed to oversee AQIP. Anne Foster reported that the portfolio was submitted on June 1 and a feedback report is due from them on October 1. The College will be sending a team to Lisle, IL in February and would like a Board member to attend this intensive focus meeting.

Mr. Oestreicher thanked everyone on behalf of the Board for their efforts to guide the College during this difficult but exciting time. Mr. Oestreicher wanted to wish Sandy Simpson the best on her retirement. Mr. Oestreicher notified the Board they will be approached for the annual fund. Mr. Oestreicher reported that Mr. Wales has informed the Board that he will be resigning from the Board due to business commitments.

Mr. Wales made brief comments on how much he will miss his service to Cincinnati State.

Mr. McKenna personally thanked Mr. Wales and Mr. Steele noted that Mr. Wales has been the voice of reason on the Board.

OLD BUSINESS
None.

New Business
Mrs. Leonard moved that the Board meet in Executive Session on Tuesday, October 27, 2009 at 3:30 p.m. at the College, pursuant to the provisions of the Ohio Revised Code 121.22 for the following purpose(s): (a) to consider personnel matters related to the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official; (b) to consider the purchase or sale of public property; (c) to confer with an attorney concerning pending or imminent court actions; (d) to discuss matters concerning collective bargaining; (e) to discuss matters

required to be kept confidential by federal or state law; and (f) to consider details of security arrangements.

Mr. McKenna seconded the motion.

ROLL CALL VOTE							
MEMBER	**AYES**	**NOES**	**ABSTAINED**	**MEMBER**	**AYES**	**NOES**	**ABSTAINED**
Dr. Bankston	X			Mr. Wales	X		
Mrs. Leonard	X			Ms. Waller	X		
Mr. McKenna	X			Mr. Walton	X		
Mr. Ringel				Mr. Oestreicher	X		
Mr. Steele	X						
				TOTAL	**8**	**0**	

ADJOURNMENT
The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Laurie Leonard, Secretary
Board of Trustees

Next Meeting
October 27, 2009
5:30 pm
Conference Center