

CLARK STATE COMMUNITY COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Minutes
May 16, 2006

The Clark State Community College Board of Trustees met in regular session in the Boardroom of the Library Resource Center on Tuesday, May 16, 2006. Chairperson Faye Flack presided and called the meeting to order at 6:15 p.m.

Roll Call: Present: Jennifer Baader*, Andy Bell, Gary Buroker, Sharon Evans, Alicia Hupp, Than Johnson**, Les Smithers, Vice Chair Jim Doyle, Chairperson Faye Flack, and President Rafinski

Others Present: Kris Culp, Director of College Relations/Executive Director of the Foundation; Julia Daniels, Staff Senate President; Joseph Jackson, Vice President for Business Affairs; Tammy Rumpf, Director of Human Resources; Andy Runyan, Vice President of Academic and Student Affairs; and Mellanie Toles, Assistant to the President

Recognition of Guests/Public Comment

Chairperson Flack welcomed the guests listed above and President Rafinski introduced them.

There were no public comments.

Approval of Minutes

Chairperson Flack asked for a motion to approve the minutes of the Regular Board Meeting held on April 18, 2006. Trustee Hupp made a motion to approve the minutes as written. Trustee Evans seconded, and the motion passed unanimously.

Presentation

Joe Jackson, Vice President for Business Affairs, delivered a PowerPoint presentation detailing the 2006-2007 Preliminary Budget. He indicated that the preliminary General Fund Revenue Budget is based upon the following assumptions:

- State Share of Instruction funding formula includes distribution of an additional \$30 million (of which our share is projected to be \$338,348);
- Access Challenge funding at the FY 2006 level;
- Enrollment of 103,100 credit hours (no increase over FY 2006 actual enrollment);
- A 5.4% tuition increase (\$4.00 per credit hour);
- A \$76,000 increase (34.5%) in Performing Arts Center ticket sales; and
- Other adjustments based on current year projections through June 30 and projects slated for the 2006 strategic plan.

*Trustee Baader entered the meeting at 6:20 p.m.

Vice President Jackson briefly reviewed the preliminary revenue budgets for our auxiliary (self-sustaining) enterprises: Bookstore, which reflects a 4.55% increase; Truck Driver Training, which reflects an 11.87% decrease due to a state-mandated change in trainer-student ratios; and Parking, which reflects an 8.5% decrease.

**Trustee Johnson entered the meeting at 6:25 p.m.

Vice President Jackson reported that the General Fund Expenditure Budget takes the following planning initiatives into consideration:

- 4 temporary full-time faculty positions converted to instructional faculty positions
- staff personnel changes totaling \$131,000 in the following areas: Admissions, Foundation, Academic Support Services, and Institutional Planning, Research and Grants
- Potential 8% health insurance premium increase (\$76,000)
- 0% increase in vision insurance
- 10% increase in instructional lab supplies (\$22,000)
- 2% increase in adjunct faculty expenditures (\$34,000)
- 16% increase in Performing Arts Center expenditures for part-time personnel, marketing, printing, and maintenance (\$31,000)
- 130% increase in unemployment compensation (\$17,000)
- 49% increase in audit fees (\$15,000)
- 32% increase in expenses for tutors (\$8,000)
- 66% increase in Performing Arts Center artist fees (\$100,000)
- 8% increase in scholarships (\$26,000)
- 52% increase in vehicles maintenance/fuel (\$10,000)
- Funds for pay adjustments (pay raises for faculty and staff - \$195,000; pay raises for adjunct faculty - \$67,000; and staff merit pay - \$62,000)
- Funds for strategic plan projects (\$20,000)
- Diversity initiatives (\$20,000)
- Equipment (\$86,000)
- New program development, program assessment, and faculty certifications (\$53,000)
- IT Strategic Plan projects (\$247,000)

Vice President Jackson indicated that the draft budget is currently out of balance by \$112,000, but a balanced budget will be presented to the Board in June. The Board Finance and Facilities Committee will review a draft at their next meeting slated for 12:00 p.m. on June 8, and formal approval will be sought at the June 20th Board meeting.

Brief discussion ensued regarding health insurance and the wellness initiatives now offered by United Healthcare. Tammy Rumpf has a meeting scheduled with our representative to discuss the initiatives and explore other ways to control costs.

Chairperson Flack thanked Vice President Jackson for his insightful presentation.

Graduation Activities 2006

Below is a listing of the graduation activities scheduled this year:

Thursday, June 8, 2006

7:00 p.m. Kuss Auditorium LPN Pinning Ceremony

Friday, June 9, 2006

7:00 p.m. Kuss Auditorium RN Pinning Ceremony

Saturday, June 10, 2006

9:00 a.m. Green Room – PAC Coffee/Muffins for Distinguished Guests

9:30 a.m. Green Room – PAC Robe and fall in line for processional

10:00 a.m. Kuss Auditorium Graduation Ceremony

11:45 a.m. Courtyard by Marriott Graduation Luncheon for Trustees/Speaker

Graduation Highlights

Commencement Speaker: Mo Borteh

Student Speaker: Jason L. Patch

Scholarship Event Report

The eighth annual All Scholarship Reception will be held on May 23rd at 6:00 p.m. in the Kuss Auditorium of the Performing Arts Center. Refreshments will be served before the event to stimulate early arrival. Seventy-two (72) scholarship recipients were honored in 2005, and we expect a similar number in 2006. With the exception of the Trustee and George Mueller Tech Prep Scholarships, all scholarships are awarded for one year.

Foundation scholarships are initially reviewed and scored by faculty, staff, and members of the Foundation Board of Directors. The scores are forwarded to the Scholarship Committee for awards in May.

Trustee Scholarship recipients are selected during Spring Quarter by Academic Council. Athletic Scholarship recipients are selected by the coaches and the Athletics and Activities Coordinator. The George Mueller Tech Prep Scholarships are reviewed and approved by the Director of Enrollment and Pre-College Programs.

Clark State students currently receive scholarships through both the Foundation and directly through an institutional account. Foundation Scholarships total approximately \$84,000 each year with approximately half that amount given in Community Commitment Awards. The amount of institutional scholarship dollars awarded for 2005-2006 was \$240,629, including the Trustee, Mueller Tech Prep and Athletic Scholarships.

Student Recognition Event Report

The purpose of Student Recognition Night is to celebrate student success in its many manifestations on campus – from the student scholar to student athlete, to student leader. It is the culmination, in many cases, of several years of work.

This year's Student Recognition Night was the seventh annual dinner. Forty-two students were honored on May 4th at 6:00 p.m. in LRC 207-209. This is the third year that we have hosted the event on this campus.

For the category of Outstanding Student in an Academic Program, only one or two students are eligible for selection, which makes this award an especially high honor. Both honorees have been involved in our Student Support Services Program, located in Rhodes Hall 127. This program can make a difference for many students who might not otherwise get the support and encouragement they need to continue pursuing their educational goals.

The Student Athletes are chosen based upon the recommendation of the Athletics and Activities Coordinator and coaches. Student leaders and student workers are chosen by faculty, club advisors and Student Affairs staff.

Students are encouraged to bring parents or a significant other to the dinner. Including students, guests, faculty, and staff, over 170 people attended this year's event.

Board Human Resources Committee Report

The Board Human Resources Committee met at 12:00 p.m. on Wednesday, May 10, 2006, in LRC 307 with Andy Bell, Les Smithers, Committee Chairperson Alicia Hupp, and Chairperson Faye Flack present. The group discussed the President's evaluation.

Human Resources Update

Resignations/Retirements:

Exempt

None to report

Non-Exempt

None to report

Advertised Positions/Searches/Interviews:

Exempt

- Advisor, GEAR UP Program, Career Services (3 positions available)
- Director, GEAR UP Program
- Coordinator, Advising and Articulation

Non-Exempt

- Administrative Assistant, GEAR UP Program, Career Services
- Administrative Support, Business and Applied Technologies

Faculty

- Theater Arts Instructor and Program Coordinator
- Information Technology Instructor
- Mathematics Instructor

Filled Positions:

Exempt

- Truck Driver Trainer – Matt Klohe, effective 5/1/06

Faculty

- Nurse Aide Instructor – Daisy Helen Lilly, effective 9/1/06

Performing Arts Center Endowment Report

The Foundation agreed to invest the Performing Arts Center (PAC) Endowment funds that were transferred from the College as a restrictive endowment fund known as The Clark State Performing Arts Center Endowment Fund. Eligible investments are spelled out in the agreement. The income generated from these funds must be used for the purpose of operating and maintaining the PAC. The Foundation agreed to issue quarterly reports to the Clark State Board of Trustees regarding the status of the investment of the funds. Following is a recap at 3/31/06:

Original investment – April 2002	\$796,000
Additional Investment - December 2002	\$256,790
- December 2003	\$205,000
- May 2004	\$9,453
Interest Earnings	\$240,631
Fees Paid	\$14,530
Market Loss	(\$31,929)
Balance 3/31/06	\$1,461,415

Quarterly (January-March) Rate of Return	-.58%
Lehman Aggregate Index	-0.65%
March Return	-1.08%
Lehman Aggregate Index (March)	-0.98%

The Foundation Board approved transferring these funds into the High Quality Bond Fund at their June 2003 meeting. A representative from the Commonfund met with the Foundation Finance/ Investment Committee on Thursday, August 18, 2005, to review the objectives of this fund and have a discussion regarding all of the Foundation investments with the Commonfund.

Sara T. Landess Technology and Learning Center Progress Report

Site work and placement of underground utilities continue to present challenges related to pedestrian wayfinding between the Library Resource Center, Rhodes Hall and the Applied Science Center and also to and from the parking lot west of Rhodes Hall. We are working closely with the Disabilities Services Office so that ADA access, including parking, is adequately maintained at all times. Signage has been posted to assist students in maneuvering around the construction zone.

Work completed over the past month includes:

- Installation of the new storm sewer
- Setting new manholes
- Digging/pouring footers for the basement of the new building
- Painting in the new loading dock area at Rhodes Hall
- Continued excavation of service road to new loading dock

Change orders have been processed to date totaling \$57,500. Additionally, the College will pick up \$17,000 of the tab from Columbia Gas for their involvement on the relocation of the gas lines.

Over the next month, the following work will take place:

- New loading dock and access road

- Demolition of the old loading dock
- Excavation work and site demolition
- Continuation of the storm sewer installation
- Pouring foundation walls in basement
- Beginning pond excavation
- Construction of masonry shaft at Rhodes Hall

Pedestrian wayfinding between Rhodes Hall and the LRC as well as the LRC parking lots is essentially back to normal. Safety and security of faculty, staff, students and visitors to campus is a high priority and is on the agenda at every weekly job progress meeting with the contractors. We encourage students, faculty and staff to identify safety issues each week when we post the construction progress update.

The Board of Trustees adopted the bond resolution at its April meeting. The Ohio Board of Regents Board approved our request to issue debt backed by the general receipts of the College at their April 20th Board meeting. In anticipation of the campus visit by Moody's on May 10th, documents including the Preliminary Official Statement will be submitted to them during the week of May 1st.

Construction updates are communicated to students, faculty and staff on CampusCruiser, and the College's web page has been enhanced by the addition of a web cam so progress can be viewed live.

Major Gifts Campaign Update

Campaign revenue is \$7.9 million in private funds and \$1.3 million in public funding for a total of \$9.2 million to date.

Phase II of the campaign is in process, with the first 40 prospects identified. A small group of volunteers and staff are making these solicitations over the next few months. Kris Culp is in the process of contacting donors to identify the naming opportunities they prefer in recognition of their gifts.

The fundraising campaign for a naming opportunity in the new building to honor Connie Murphy has raised more than \$7,500 in cash and pledges to date. She will be publicly honored at the R.N. pinning ceremony on Friday, June 9 at 7 p.m., with a small reception to follow. This will commemorate the 40th anniversary of the nursing program and the 20th anniversary of her retirement.

Liaison Reports

Clark State Foundation

- The primary focus of the Foundation remains the Major Gifts Campaign, as reported in the Board Information Item 6H.
- The annual Foundation Board Retreat was held Thursday, April 27, 2006, from 4:00 to 8:00 p.m. at the Polo Club. Board members discussed primary areas of focus for the next several years.
- A focused annual campaign to secure gift renewals for scholarships is in progress. In Fall 2006, prospects remaining from the Major Gifts Campaign will be rolled into the annual campaign.
- Interviews for seventh grade applicants for the Champion City Scholars program will be held during the week of May 8, 2006.
- The annual All Scholarship Reception will be held on Tuesday, May 23, 2006; Trustees are encouraged to attend.
- There was no Circle of Friends meeting this month; however, the annual membership campaign is in progress.

Council of Governments

- In April, the Early Childhood Education Center (ECEC) was at 90% of capacity with 103 children enrolled. During Spring Break, 12 additional children attended full-time.
- Construction bids have been reviewed for the Center expansion, and a bid award recommendation will be approved at the Council's May meeting.
- Digital cameras and computers are being purchased for every classroom to enhance curriculum; this is a requirement of the Early Learning Initiative.
- An Ohio Department of Education Data Verification Review (onsite program audit) was held on April 13, 2006. The Center was in compliance with all mandates.

Report of the President

President Rafinski submitted a written report to the Board. She also reminded Trustees about the following upcoming events:

- Board Retreat, May 17, 2006, 4:00 p.m., BEC 4th Floor Dining Room
- EMT Graduation Ceremony, May 25, 2006, 6:30 p.m., LRC 207-209

Discussion ensued regarding how to best meet the educational needs of Greene County; the group concurred that a considerable amount of time and information will be needed to develop the optimal strategies.

President Rafinski reported that the Juvenile Court will provide Project Jericho with \$40,000 in funding to work with area juvenile delinquents.

Report of the Board Chairperson

Chairperson Flack shared a thank-you note received from Staff Senate for the Board's recent change in policy to support special summer hours for staff.

Chairperson Flack distributed a list of recommended topics for upcoming retreats, work sessions, and presentations based on the areas of focus survey feedback. The following topics were discussed in detail:

- What we need to do to enhance development efforts – Kris Culp is to present the history of fundraising at the College at some point, incorporating a recent article regarding the development of community colleges.
- Social and economic trends affecting the College – The focus should be what various trends mean for our service area and what we can do to make the most of them. The possibility of a presentation in the fall was discussed.
- GEAR UP Follow-up – should take place some time in 2007

It was suggested that the work sessions be considered for discussion on pertinent projects/issues instead of waiting to address them during retreats. The group agreed that the work session could be utilized more flexibly in the future.

Chairperson Flack provided a brief synopsis of the recent OACC Spring Conference in Newark, which she and President Rafinski attended.

Discussion turned to the upcoming retreat, and the possibility of securing Vincent Tinto of Syracuse University to address faculty, Student Services staff, and the Board was mentioned because he does a wonderful job promoting student success and identifying the conditions necessary for it. President Rafinski will investigate the possibility of having him visit campus sometime in August. Mellanie Toles will email possible retreat dates to Trustees.

Board Members' Open Forum

Trustee Buroker reported that the Foundation is embarking on their annual scholarship and Circle of Friends campaign. He thanked Trustees for the gifts they gave last year and requested their support again this year. He distributed pledge forms and asked Trustees to return completed forms to Kris Culp.

Because the Foundation Board works so diligently on behalf of the College, it was suggested that the Board of Trustees begin meeting with them at least once a year to discuss the big picture and express appreciation for their efforts. The possibility of holding a cocktail hour at either the Polo Club or BEC 4th Floor Dining Room was discussed. Trustee Bell, Chairperson Flack, and President Rafinski will follow up.

Trustee Johnson reported that he attended a briefing regarding the Tax Expenditure Limitation (TEL) Amendment this afternoon. He noted that the possibility of removing it from the ballot is being explored, but no solution has been found at this point. He noted that if the amendment passes, it will impact any program funded at the state level, including higher education and social services.

Action Items

The following items were presented for Board approval:

Personnel Recommendations ~ Exempt Employees

In accordance with established hiring procedures and after approval by President Rafinski, the following recommendation for exempt employees is being presented to the Board of Trustees for formal approval:

New Hires

- Matt Klohe, Truck Driver Trainer, effective 5/1/06

Impact on students and/or student learning: The Truck Driver Trainer will interface directly with students involved in the TDTI Program.

Implications for budget, personnel, or other resources: No impact to budget; this was already built into the budget.

It was requested that the Board of Trustees move to accept the personnel recommendation as indicated.

Personnel Recommendations ~ Instructional Faculty

In accordance with established hiring procedures and after approval by President Rafinski, the following recommendations for exempt employees are being presented to the Board of Trustees for formal approval:

New Hires

- Daisy Helen Lilly, Nurse Aide Instructor, effective 9/1/06

Impact on students and/or student learning: The Nurse Aide Instructor will interface directly with students involved in the program.

Implications for budget, personnel, or other resources: No impact to budget; this was already built into the budget.

It was requested that the Board of Trustees moves to accept the personnel recommendation as indicated.

Associate Degree and Certificate Authorization

For the past several months, students have been petitioning to graduate at the 2006 Commencement. The Records Office has checked each of these records, and the faculty have certified that the students have met all requirements for graduation from their respective divisions. Graduates at the 2006 Commencement are in the following areas:

Area/Division	Associate Degrees	Certificates
Agriculture/Engineering Technologies	18	3
Arts and Sciences	60	1
Criminal Justice	18	0
Public Services (ECE and SWK)	37	0
Business Technologies	106	5
Health Technologies	121	34
TOTAL	360	43

Honors	Associate Degrees	Certificates
4.0 GPA	8	1
3.5+ GPA	75	6

Other	Associate Degrees	Certificates
Women	248	39
African-American	47	6
Asian	2	0
Hispanic	3	0
American Indian	2	0

Impact on students and/or student learning: Graduation and the awarding of degrees and certificates are the most visible (although not the exclusive) measure of our students' success. These credentials provide increased opportunities for academic transfer and employment. As a result of this success, students are better prepared to support the economic development of our community as well as their personal goals and aspirations.

Implications for budget, personnel, or other resources: None.

It was requested that the Board of Trustees move to authorize President Rafinski to confer the appropriate degree/certificate for all Associate Degree and Certificate candidates who have met all of the institutional qualifications for graduation.

Credit Hour System Policy

The Academic Council and Academic Standards Committees have been reviewing revisions to the current credit hour system policy and procedures in order to bring the language in those documents up to date.

Four categories of credit have been defined in this revision of the policy and the terminology has been updated to reflect that currently used at the college and the state levels.

A credit hour is still defined according to the Ohio Board of Regents' Guidelines. There are, however, expanded definitions of the various ways by which students may achieve credit outside the more traditional classroom. Supporting procedures have been revised using these categories. Those procedures now facilitate credit by exam, credit through industry certification, and credit through articulation agreements in a more student-friendly way. The proposed policy follows:

3358:5-7-03 Credit Hour System Policy

- A. Clark State Community College is committed to the establishment of a credit hour system that is consistent with the requirements of the Ohio Board of Regents and the guidelines of the Higher Learning Commission of the North Central Association of Colleges and Schools.
- B. Credit can be achieved through the scheduled classes offered by the college in any of the college-approved locations or course delivery formats.
- C. Credit can also be awarded by one of the four processes for credit equivalencies:
 1. Transfer Credit from other regionally accredited post-secondary institutions;
 2. Articulated credit as defined in a formal agreement with another agency institution or business or as defined in a procedure established by the college. These agreements and procedures may allow credit for corporate training, adult education training, high school programs determined to be of college-level rigor or other forms of learning;
 3. Proficiency credit granted through the student's successful completion of a proficiency examination or other approved assessment process developed by the college or a college-approved agency, institution, or business;
 4. Portfolio credit for prior life and/or work experience.

Each of these forms of equivalent credit must be validated through the appropriate campus processes.

Effective: DRAFT - TBD

Prior effective dates: 3/13/78, 7/1/98, 9/1/99, 10/9/2002

Impact on students and/or student learning: Through the procedures supporting this policy, the students and college staff now have clearer guidelines on how to achieve and receive credit for articulated and proficiency credit.

Implications for budget, personnel, or other resources: None.

It was requested that the Board of Trustees approves the revised Credit Hour System Policy.

Graduation Policy

The Academic Council and Academic Standards Committees have been reviewing revisions to the current graduation policy (3358:5-7-05) in order to eliminate duplication between this policy and our Credit Hour System Policy (3358:5-7-03) and to shift process issues to a procedures document.

The proposed policy retains major graduation requirements for students including the required minimum GPA of 2.0 for graduation, a residency requirement to ensure that a degree or certificate conferred by Clark State has been properly validated through our faculty and courses, and a statement on the use of credit equivalencies for completion of graduation requirements. Other process and procedural issues have been shifted to a supporting procedure document. Those issues include the petitioning process, procedures for students who stop out of classes for more than a year and other recommendations and requirements for students.

3358:5-7-05 Graduation Policy

- A. Clark State Community College awards the following degrees:
 1. Associate of Arts
 2. Associate of Science
 3. Associate of Applied Business
 4. Associate of Applied Science
 5. Associate of Technical Studies
- B. To qualify for an associate degree, a student must pass all required courses for the particular major and must have a cumulative grade point average of at least 2.0. Students in certain majors as specified by the appropriate academic division must have a "C" as a minimum grade in all required major courses.
- C. All students are expected to complete the residency requirement of at least 30 credit hours of course work at Clark State for an associate degree or 18 credit hours for a one-year certificate program. Credit equivalencies, as defined in the Credit Hour System Procedures (3358:5-7-03.1), do not count toward the residency requirement.
- ~~D. The college holds one graduation ceremony in June of each year. Blank diplomas are issued at graduation. Regular diplomas are mailed each quarter to graduates upon verification of successful completion of degree requirements.~~
- D. Credits earned through credit equivalencies for an individual student shall not exceed one-half the required technical course credits for the degree or certificate program being pursued unless recommended by the faculty and approved by the divisional administrator.
- ~~E. Students with a cumulative grade point average of 3.5 or higher at the end of winter quarter shall be recognized at commencement as honor students.~~

E. The college holds one graduation ceremony in June of each year.

~~F. Faculty advisors are available to assist with registration but each student bears responsibility for scheduling those courses necessary to complete graduation requirements.~~

~~G. Students who interrupt their attendance and later return must meet the curricular requirements in force at the time of their return.~~

~~H. All financial obligations to the college (instructional fees, general fees, auxiliary services fees, library fines, laboratory fees, parking fines, etc.) must be paid and all college equipment returned before grades or a diploma shall be issued by the college.~~

~~I. E.~~ The college reserves the right to modify its graduation and other requirements as may seem necessary from time to time.

Effective: ~~June 8, 2001~~ May 16, 2006

Prior effective dates: 3/13/78, 7/1/98, 6/8/01

Impact on students and/or student learning: Revisions eliminate duplication and the potential confusion and legal implications that such duplication can bring.

Implications for budget, personnel, or other resources: None.

It was requested that the Board of Trustees approve the revised Graduation Policy.

Joint Use Agreement - JVS

The Ohio Board of Regents officially approved a grant of \$130,000 to Clark State Community College for expansion of the Early Childhood Education Center in January 2005. These child care facility funds were allocated in Senate Bill 189. The College clearly demonstrated that an expansion of the Center would address the health and safety needs of the children as required by the state licensing authority. The expansion project (roughly 3100 sq ft.) will include adding a gross motor room so that children can exercise during inclement weather, work on large projects, etc. The additional space will be flexible so that classrooms for school age children can be created with partitions. The expansion will also include a laundry facility, two restrooms, storage, and a staff resource room. (A copy of the agreement is available in the office of the Vice President for Business Affairs.)

Impact on students and/or student learning: The Early Childhood Education Center is used as an observation site for ECE students.

Implications for budget, personnel, or other resources: None. The grant will be matched with funds from the Council of Government. Total project budget is \$531,000. The College is waiving the 1.5% administrative fee (\$1,950).

It was requested that the Board of Trustees approve the proposed Joint Use Agreement between the Springfield/Clark County Joint Vocational School and the College that results in a mutually beneficial arrangement.

Architect Recommendation/Performing Arts Center Expansion Project

At their June 2005 meeting, the Board of Trustees granted authority to the President or her designee to issue a Request for Proposal (RFP), conduct architectural interviews and recommend a firm for this project.

The RFP was posted in the April Ohio Register published by the State Architect's Office. Twenty firms responded to the RFP. An Architect Selection Interview Team was formed consisting of two Circle of Friends members, President Rafinski, Executive Director of the PAC, Director of Facilities Operations and Maintenance, and the Vice President for Business Affairs. A short-list of six firms was developed based on the following criteria:

- Location of firm
- Office size
- Current contracts
- Related experience
- Past performance
- Consultant team
- Overall qualifications/capabilities

Interviews were held Monday, May 15, 2006, after which the top three firms were ranked as follows:

- Lincoln Street Studio in association with WSA Studio, Columbus
- McCall Sharp Architects, Springfield
- Phillip Markwood Architects, Columbus

A fee will be negotiated with the top-ranked firm. If agreement on a fee cannot be reached, then the fee negotiation process will be repeated with the second-ranked firm and so on until an agreement is reached.

A critical element of this project will be the programming phase, which will include data from the Cultural Arts Groups Retreat held in April 2005, the Board-to-Board Retreat held in May 2002, and input from all interested cultural arts groups.

Impact on students and/or student learning: The Theatre Arts academic program has been involved in the Cultural Arts Groups retreats. Any expansion to the PAC will include an enhancement of the academic learning spaces for students in existing Theatre Arts programs and possibly adding academic programs.

Implications for budget, personnel, or other resources: The architect fees will be funded from an allocation (\$500,000) in the current capital bill (HB 16).

It was requested that the Board of Trustees approve the recommendation to contract with the team of Lincoln Street Studio in association with WSA Studio (Columbus, Ohio) to provide architectural/engineering and consulting services for the Performing Arts Center Expansion project contingent upon successful negotiation of a fee and appropriate approvals at the state level.

Trustee Baader made a motion to approve the action items above as presented. Trustee Buroker seconded, and the motion passed unanimously.

Selection of Auditor

Pursuant to Ohio Revised Code Chapter 117.11 and 117.43, the Auditor of State has led the process to engage an independent public accounting (IPA) firm to perform the next five regularly scheduled audits (FY 2005-2006 through FY 2009-2010) of the College and the Foundation. We provided information to

the Auditor of State that they incorporated in their preparation of a Request for Proposal (RFP). We communicated a list of nine IPA firms to receive an RFP from the Auditor of State.

Interested IPAs submitted a proposal to the Auditor of State. Proposals were received from two firms:

- Deloitte & Touche, Dayton
- Crowe-Chizek & Company, Columbus

The proposals were evaluated based on expertise, experience, and audit approach. Once this portion of the scoring was completed, the dollar cost submitted by each firm was then revealed and additional points awarded.

Our recommendation to contract with Crowe-Chizek & Company has been approved by the Auditor of State pending official College Board of Trustees action.

Impact on students and/or student learning: The auditor will express an opinion on the fair presentation of financial statements in accordance with accounting principles and federal financial assistance programs in compliance with OMB Circular A-133 to ensure fiscal soundness of future years to continue the mission of the College.

Implications for budget, personnel, or other resources: Over the five-year period, the total additional cost for the College audit over the previous five-year engagement totals \$88,895. The annual amount of approximately \$17,800 will be incorporated in the 2006-2007 budget. (The five-year period total additional cost for the Foundation audit is \$18,550).

It was requested that the Board of Trustees accept the recommendation to contract with Crowe-Chizek & Company to perform the next five regularly scheduled audits (FY 2005-2006 through FY 2009-2010) of the College and the Foundation.

Discussion ensued regarding the reason for the steep increase in the cost of audit services. Vice President Jackson reviewed the process conducted by the State auditor's office on our behalf, and indicated that Crowe-Chizek & Company submitted the most reasonable bid.

Trustee Bell made a motion to accept the recommended contract with Crowe-Chizek & Company to perform the next five regularly scheduled audits of the College and the Foundation. Trustee Baader seconded, and the motion passed 8-0. (Trustee Johnson abstained.)

Executive Session

Trustee Baader made a motion to move into Executive Session to discuss the President's evaluation. Trustee Smithers seconded, and the motion passed 9-0 by a roll call vote. Executive Session commenced at 7:50 p.m.

Vice Chair Doyle made a motion to exit Executive Session and return to general session at 9:05 p.m. Trustee Smithers seconded, and the motion passed 9-0.

Adjournment

Vice Chair Doyle made a motion to adjourn the meeting, and Trustee Smithers seconded. The motion passed unanimously, and the meeting adjourned at 9:06 p.m.