

Cincinnati State

Board of Trustees Meeting

**Tuesday, June 27, 2023
3:45 pm**

Welcome!
**You will hear silence until the moderator
opens the public meeting.**

SUNSHINE LAW

COMPLIANCE ANNOUNCEMENT

The Board of Trustees of the Cincinnati State Technical and Community College District, Hamilton County, Ohio, is meeting in Regular session, pursuant to the rules, location Cincinnati State, 3520 Central Parkway, Cincinnati, Ohio 45223, on Tuesday, June 27, 2023, 3:45 p.m., Chairperson John Silverman presiding. Notification has been posted on the College website, www.cincinnatiastate.edu, in **MyCSTATE Daily News**, and given to news media outlets – including *The Cincinnati Enquirer*, *The Cincinnati Herald*, *Journal-News*, the *Press Community Newspapers*, the **Harrison Press**, **WCPO**, **WLW-TV**, **WKRC**, **WXIX**, **WVXU**, and **WLW Radio** – in compliance with the requirements of Ohio Revised Code, Section 121.22.

Cincinnati State

Roll Call

AGENDA
Call To Order
Sunshine Law Compliance Announcement
Roll Call

- 23.42** Approval of the Proceedings of the Regular Board Meeting of May 16, 2023
- 23.43** Consideration of Items for Possible Addition to the Agenda
- 23.44** Recognition of Accomplishments Reflective of the College Mission
- 23.45** Consent Agenda for Recurring Items
 - A. Personnel Reports
 - B. Facilities Reports
 - C. Public Safety Monthly Incident Reports

Action Items

- 23.46** Financial Report
- 23.47** FY23 Budget Amendment No. 2
- 23.48** Vendor Contract Approvals
- 23.49** Tuition Increase
- 23.50** FY24 Budget Resolution
- 23.51** Academic Quality & Student Learning Updates – Completion Plan & SSI

Status of the College

- 23.52** Student Engagement & Education / Student Activities Report
- 23.53** Shared Governance / Faculty Senate Report
- 23.54** President's Report - ARPA Nursing Expansion Grant
- 23.55** Trustee Chairperson's Report

Old Business

New Business

Adjourn to Executive Session

Adjournment

23.42 Approval of the Proceedings of
the Regular Board Meeting of
May 16, 2023

23.43 Consideration of Items for
Possible Addition to Agenda

23.44 Recognition of Accomplishments

Recognition of Accomplishments

Daniel Zimmer



Department Chair,
Language Learning,
Humanities and
Sciences Division



*Roberts Academy
ESL Completers May, 2023*

CINCY BAJA

Advisors

- Zane Decker
- Mike DeVore

Team Captains for 2023

- Ed Alander
- Christan Iaroli
- Denver Nieman
- Demitri Woyak



What is Cincy Baja?

- A Student Club
- A professional organization
 - Society of automotive engineers, (SAE International)
- An Engineering Competition
- **MET Capstone Project**
- Tasked with:
 - Designing
 - Building
 - Presenting
 - Racing!



Impact on Students

- Senior Capstone Projects
 - MET-D, MET-M, *others*
- Leadership
- Team building
- Student Engagement
- Real World Learning
- Professionalism
- Resume builder
- FUN!



Impact on the college and community

- **Interdisciplinary** –All students are welcome to participate
- Great Recruitment Tool
- Marketing Opportunities
- Filling a Local Void
 - UC Has not raced since 2016!
 - NKU has not raced since 2019!
- Building relationships with local employers and universities
- Community Engagement

Real quotes from current students:

“I enrolled at Cincinnati state because of the strong SAE BAJA program”

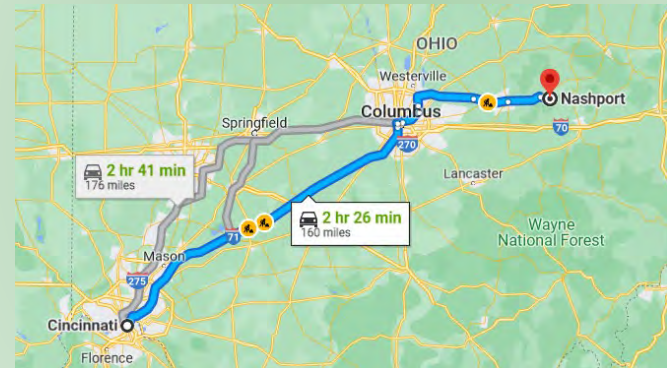
“The successful SAE BAJA program gives the college an improved status among local universities”

“Baja SAE gives me a sense of community that is hard to find at a 2-year school ”

Oshkosh Results and What's Next?

- ***Oshkosh 2023 Results: (out of 100)***
- Acceleration: 49th
- Sled-Pull: 4th
- Maneuverability: 13th
- Suspension and Traction: 12th
- **Overall: 32nd**
- **Best Team in OH, KY, IN, Tristate**

- ***What's Next:***
- Ohio September 2023
- September 6-10, 2023



- Only 70 days to go!

CINCY BAJA

Thanks for your time!
We are happy to answer
any questions!



- 23.45** Consent Agenda for Recurring Items
 - A. Personnel Reports
 - B. Facilities Reports
 - C. Public Safety Monthly Incident Reports

Capital Projects Update June 2023

MAIN BUILDING AHU REPLACEMENT

- Last two of seven air handler units serving Main Building basement and 220-230/320-328A are scheduled for delivery and installation in late August.

MAIN GYM ROOF REPAIR/REPLACEMENT

- Gym and Auxiliary Roofs are completed with auxiliary roofs to be complete by mid July. The gym floor will be repaired by the end of September.

CLIFTON CAMPUS EXTERIOR IMPROVEMENTS AND WAYFINDING

- Interior painting and striping of garages will be complete by mid July.
- Signage replacements and landscaping improvements will occur by mid August.
- Main Building garage and roadway work will occur by late August.



Summer Projects

- ATLC Chiller rebuild and PM contract
- Gates for Overlook & Bakery Hill
- ATLC Window cleaning
- Concrete patio and stairs on Ludlow, College Drive and Central Parkway
- ATLC Epoxy coating to floor of AHU to prevent ATLC flooding from mechanical failures.
- Elevator modernization in the Library & door operator for Gym
- Conference Center Carpet
- Paint Conference Center and additional painting in Main and ATLC
- Generator repair
- Garage door replacement of loading dock and Grounds storage
- Greenhouse replacement
- HPB bathroom infrastructure repairs

New Facilities Employees



The Facilities department welcomes Quinn Leibold to our Grounds staff. Quinn is a 2023 graduate of Cincinnati State with a Landscape Horticulture degree. Quinn's background, with over 10 years of experience in multiple facets of Grounds operations, in conjunction with his education are a winning combination for the College community. Quinn resides in West Chester and loves outdoor activities in his spare time.



The Facilities department welcomes Daniel Holbrook to our Maintenance staff. Daniel comes to us from NKU where he was an HVAC technician and a graduate of Great Oaks. Daniel lives in Delhi and loves spending time with his family in his spare time.



Cincinnati State

23.46 Finance Presentation
June 27, 2023

23.46 Financial Report

- Finance Committee Agenda June 26, 2023
 - May 15, 2023 Finance Committee Meeting Minutes
 - May 2022 Financial Report
 - FY24 – FY26 Budget and Pro Forma
 - Labor Negotiation Update

Financial Presentation Disclosures

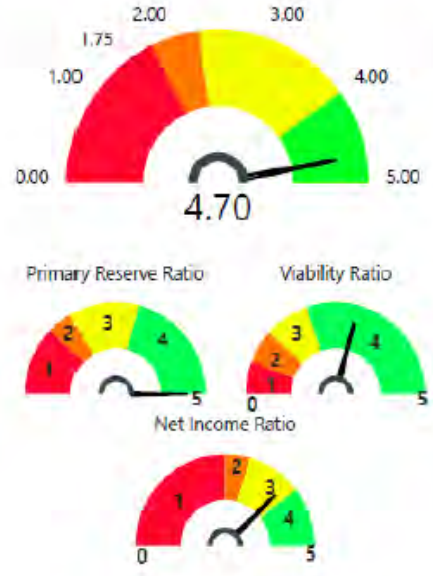
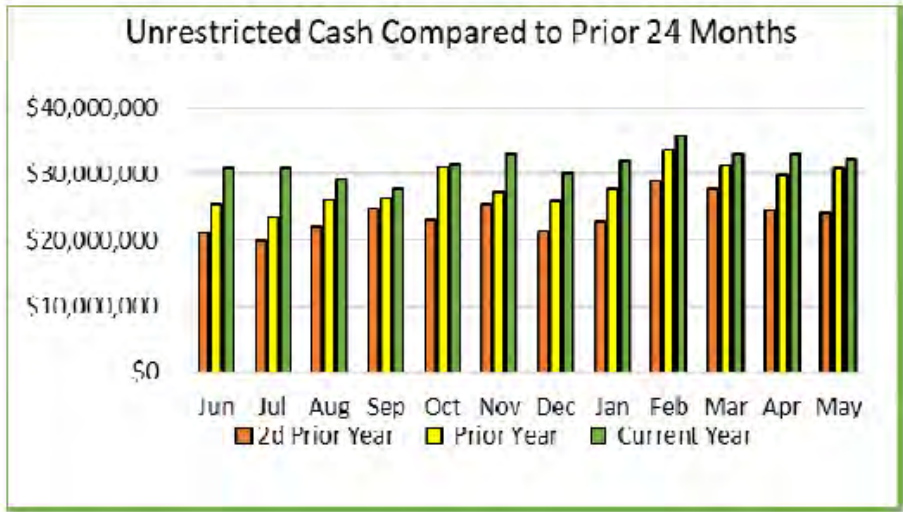
Interim financial presentations do include GASB 68 and GASB 75 adjustments. Monthly financial statements are considered interim and subject to change pending certification of the College's independent year-end financial audit.

Cincinnati State Fiscal KPI Dashboard

**Year-Over-Year
Unrestricted Cash¹
\$1,447,488**

**Budget to Actual
Variance
\$2,448,909**

**LTM Senate Bill 6
Composite Score
4.70**



¹ Excluding GASB 68/75, HEERF Lost Revenue (Stimulus), Main Building Insurance Claim.

23.47 Budget Amendment No. 2

WHEREAS, the Board of Trustees is required by to Ohio Statute to review and approve the annual budget for Cincinnati State Technical and Community College, and

WHEREAS, approved the Fiscal Year 2023 budget via Board of Trustees Resolution 22.49 on June 28, 2022; and

WHEREAS, the State of Ohio requires that increases in expenditures be authorized by the Board of Trustees; and

WHEREAS, the College has generated additional instructional fee revenue compared to the budget based on Fall Semester 2022 enrollment; and

WHEREAS, the President, Executive Team and Finance Committee recommend Board of Trustees increase allowable expenditures equivalent to additional instructional fee revenue compared to the budget based on Fall Semester 2022 enrollment subject to limitations below.

RESOLVED: The Board of Trustees authorizes an increase in expenditures equivalent to:

- \$99,813: the Fiscal Year 2023 positive variance in actual instructional fee revenue from Summer Semester 2023; and
- \$155,127: the Fiscal Year 2023 positive variance in WDC sales and services.

President Posey shall have discretion to allocate expenditures authorized by this resolution, based upon the advice and counsel of the Finance Committee. President Posey and College's authorization to increase expenditures is limited to achieving a net surplus no less than \$121,539 (the amount stipulated in board resolution 22.49), and successfully achieving the colleges fiscal year 2023 priorities related to cash reserves and senate bill 6 composite score. The College's interim financial reporting will be tracked against the budget authorized by resolution 22.49.

23.48 Vendor Contracts

WHEREAS, the Board of Trustees establishes expectations with regards to accountability and transparency, and has adopted a Contract Management Policy.

WHEREAS, the College has complied with Ohio Revised Code, the Ohio Administrative Code, and/or Ohio Revised Code 123.10 in its procurement processes, and in doing so, recommends contracts as follows:

1. Ferrilli. \$1,500,000. Phase II of ERP/IT Infrastructure Modernization. Funded via State Capital Appropriations.
2. Langdon, Inc. \$182,977. Main Building boiler room exhaust with addendum for main boiler make-up air exhaust. Funded via deferred maintenance budget.
3. Deer Park Roofing \$54,996. Occupational Therapy House roof, soffit and gutter repair. Funded via deferred maintenance budget.
4. QBE. \$292,587. FY24 Property insurance renewal (same limits and deductible as prior year).
5. AIG. \$117,042. FY24 General, Automobile, Umbrella, D&O, Educators, and Employment practices liability.
6. University of Cincinnati. \$98,025. Public safety dispatch services.
7. MSA Design \$54,000 Nursing Skills Lab architectural design services. Funded via grant.

Interim Approvals by Board Chairman: None

WHEREAS, Ohio Revised Code Chapter 5705, and the Ohio Auditor of State 2022 Ohio Compliance Supplement Section 1-2 as interpreted and applied by the Ohio Auditor of State, and the College's Procurement Policy requires appropriation and certification prior to the date of order or contract, the following purchases failed to be submitted for timely certification and require Board of Trustee approval:

Approvals required due to work of an emergency nature: None

Approval not of an emergency nature: None

23.49 Tuition Resolution

WHEREAS, Cincinnati State provides open access to exceptional and affordable technical and nontechnical higher educational offerings including bachelor's degrees, associate degrees and certificates that are consistent with the College's accreditation by the Higher Learning Commission, and

WHEREAS, the College continues to provide exceptional higher education at rates of tuition significantly lower than four-year institutions, and at comparable tuition rates to other Ohio Community Colleges, and

WHEREAS, the proposed biennium operating budgets from the Ohio governor and the Ohio House each contain a statutory provision allowing up to \$5.00 increases in tuition in academic year 2023-2024 and academic year 2024-2025, and

WHEREAS, the Board of Trustees and College administration have concluded an increase in tuition and fees may be necessary to ensure the College maintains a balance of educational quality and student success with the fiscal sustainability of the institution pursuant to the College's Strategic Plan,

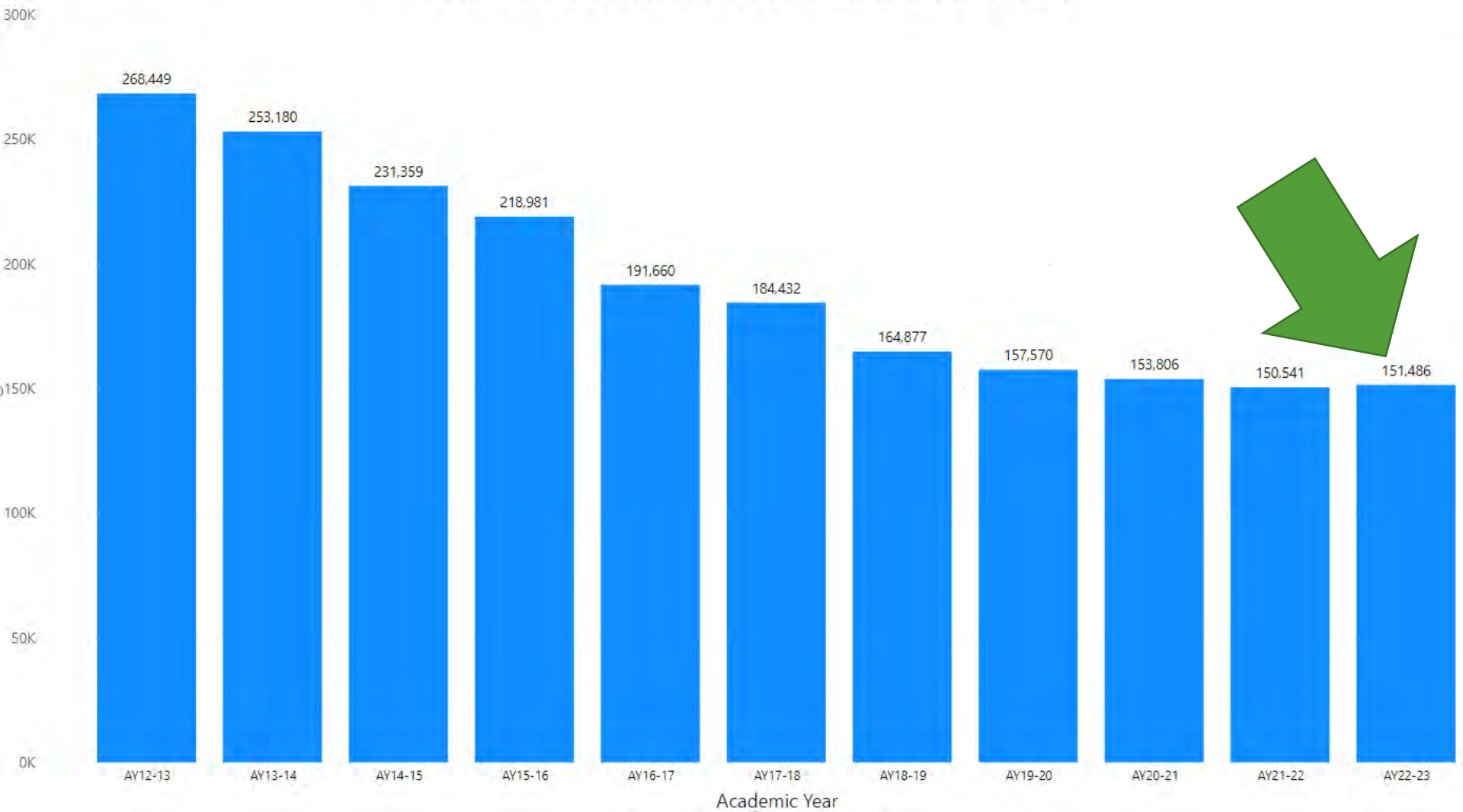
NOW, THEREFORE BE IT RESOLVED, The Board of Trustees hereby authorizes the College to increase tuition up to \$5.00 in academic year 2023-2024 and \$5.00 in academic year 2024-2025, effective at a date at the College President's discretion, upon consultation with the Finance Committee, and contingent upon permission via Ohio statute. The out-of-state surcharge shall be increased by the same amount of any tuition increase. The College shall report such increase to the Board of Trustees via the Finance Report, or President's Report at the earliest practical Board meeting relative to such increase.



Cincinnati State

23.50 FY24 Budget

Credit Hours by Academic Year (Including CCP & WDC)



FY24 Mission and Fiscal Planning Priorities

As approved by the Board of Trustees via Resolution 23.06, January 24, 2023

Budget and College Mission

Cincinnati State provides access, opportunity, and support in achieving success for individuals seeking exceptional technical, transfer experiential/cooperative education and workforce training.

The annual budget process of Cincinnati State allocates fiscal resources in a manner to support the College's mission (student-focused, accessible, quality technical and general education, academic transfer, experiential and co-operative education and workforce development) and meet the obligations of the College and its stakeholders.

Fiscal Planning Priorities and Key Fiscal Metrics

Support student success through the allocation of fiscal resources sufficient to successfully implement the College mission and educational programs; and

Prioritize fiscal support of investments necessary to stabilize and grow enrollment, maintain and improve aging facilities, and implement strategic planning projects; and

Maintain fiscal sustainability as evidenced by key fiscal metrics of: Annual Positive Cash Flow, Annual Positive Net Surplus, and Annual Senate Bill Score no less than 3.50 and on a long-term trend to exceed 4.00.

FY24 Budget Net Surplus: \$269,742

Class	FY24 BUDGET	FY25 PRO FORMA	FY26 PRO FORMA
Revenue	\$92,233,743	\$91,935,685	\$91,119,617
Personnel Expense	\$47,601,978	\$48,124,952	\$48,605,601
Operating Expense	\$44,362,023	\$44,454,267	\$44,602,132
Net Surplus	\$269,742	(\$643,534)	(\$2,088,116)

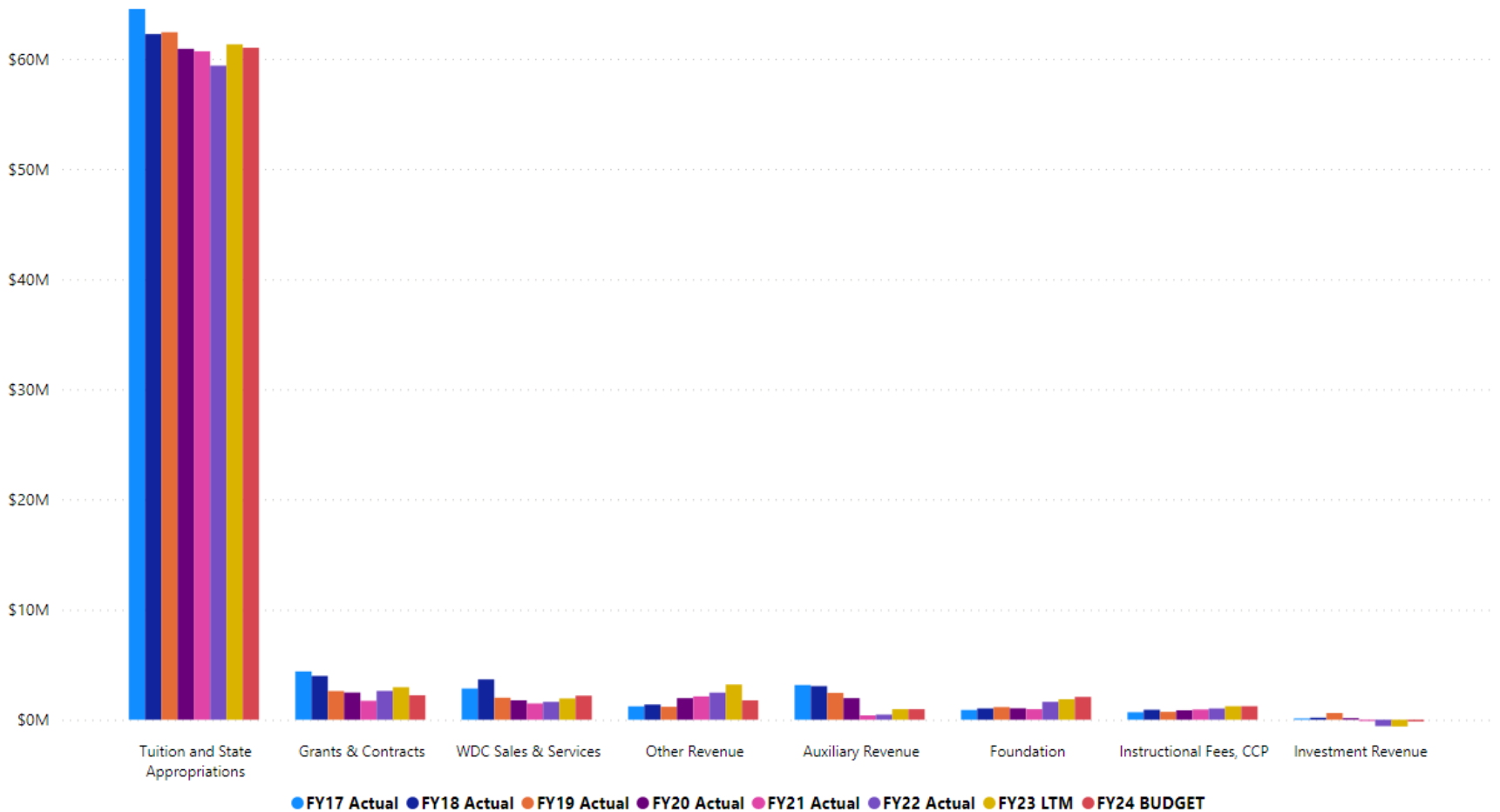
- The College is funding a significant increase in personnel in the FY24 budget (17 full-time benefits eligible personnel) due to:
 - Smaller year-over-year decreases in “traditional” enrollment;
 - A \$5/Credit Tuition Increase effective Fall 2023 and Fall 2024; and
 - Increase share of FY24 SSI (based on ODHE’s Draft Allocation).

FY24 Budget Summary

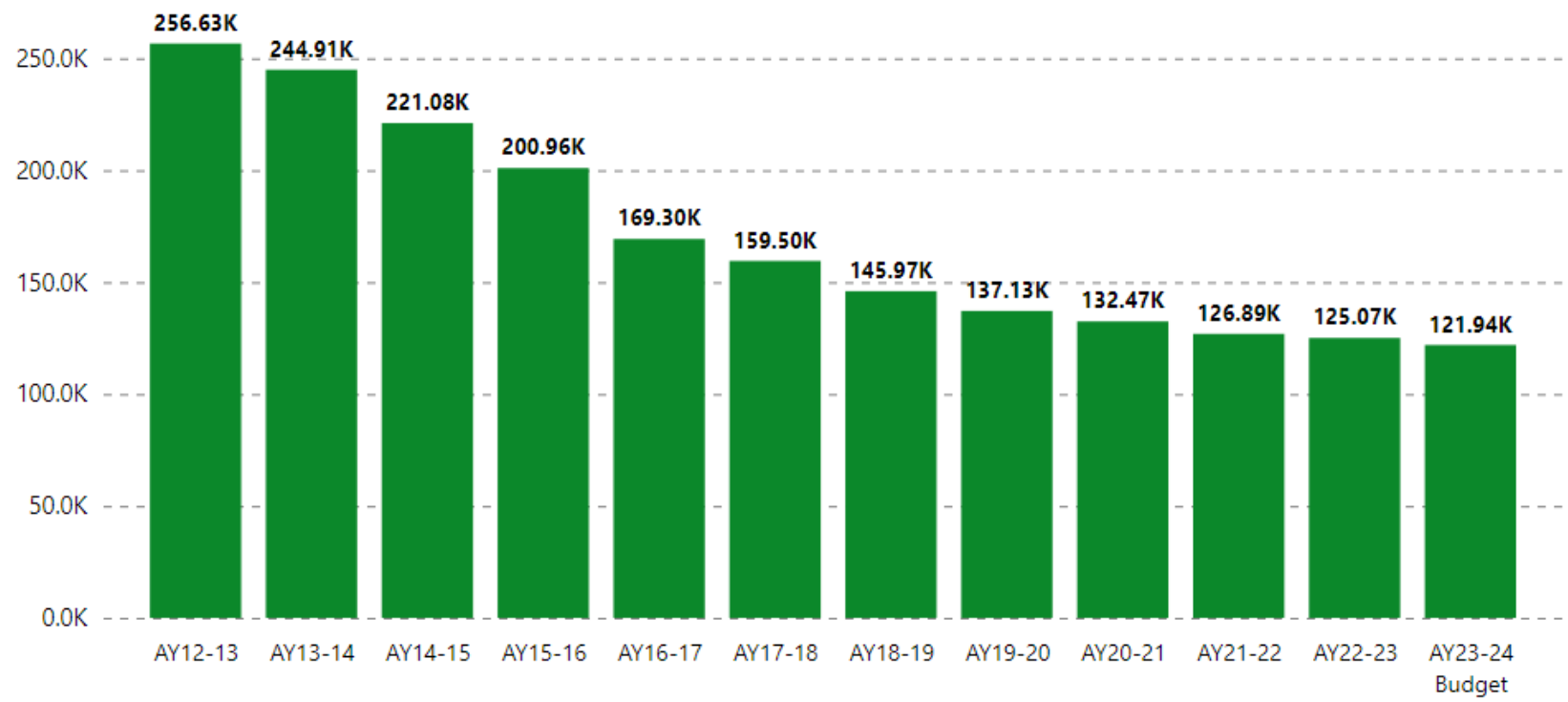
- FY24 Budget Book: Distributed to the Board and Finance Committee Members on June 23, 2023
- FY24-FY25 State Operating Budget is in Conference Committee
 - Estimated SSI Appropriation Using Senate Passed Budget
 - Tuition Increase consistent amount House & Senate Passed Budgets
 - We will amend College Budget (if necessary) Based on Final State Budget
- FY24 Budget Summary:
 - Net Surplus: \$269,752
 - Enrollment: -2.50%
 - Tuition +5.00 per Credit Hour Fall 2023
 - SSI: \$29,385,573
 - >2,000 General Ledger Accounts Funded
 - Benefits Eligible Position: 384

Revenues

Annual Revenue By Type FY17 - FY24 Budget



Enrollment (Excluding CCP & WDC)



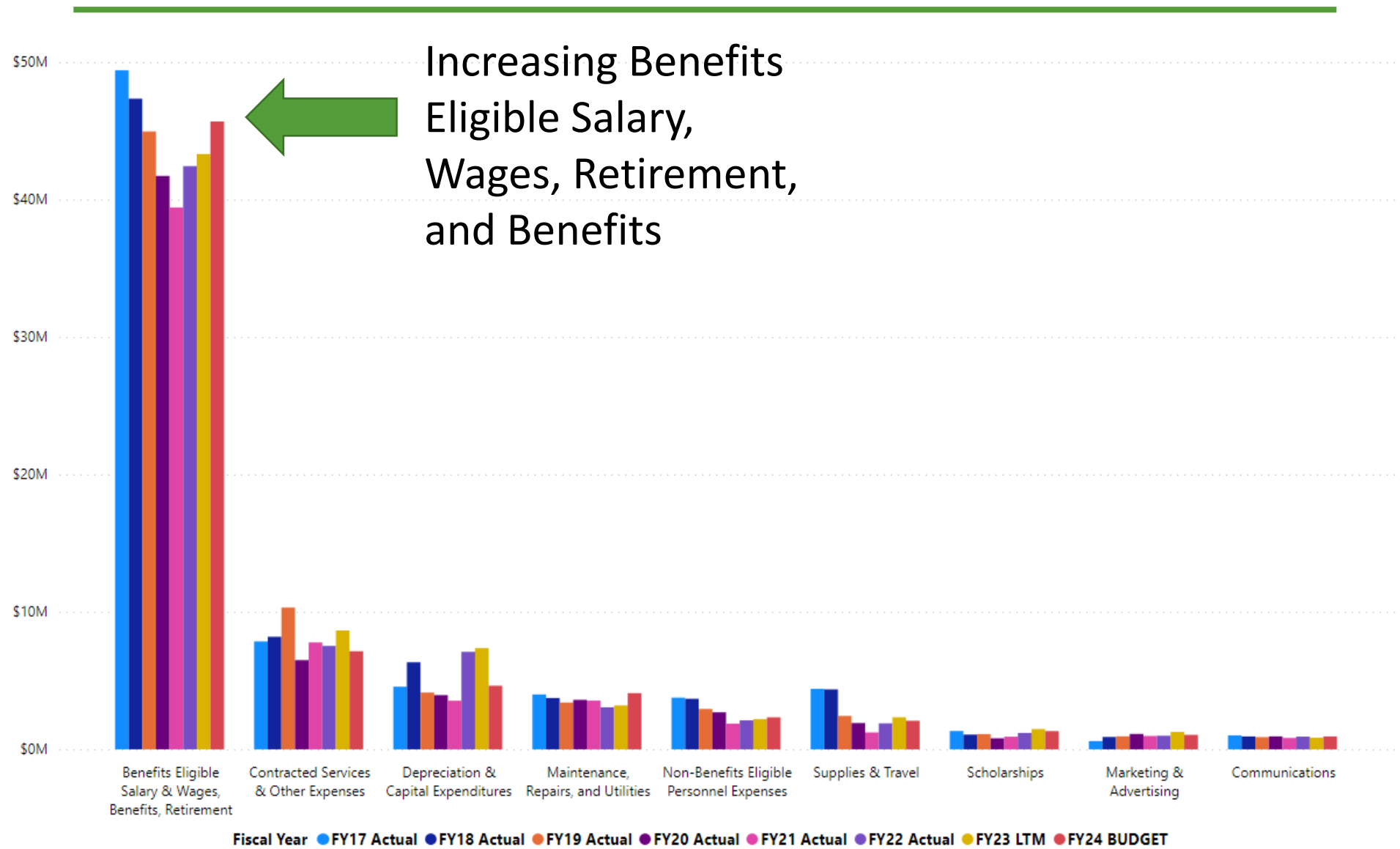
Semester	AY13-14	AY14-15	AY15-16	AY16-17	AY17-18	AY18-19	AY19-20	AY20-21	AY21-22	AY22-23	AY23-24 Budget
Fall	4.08%	-10.24%	-7.29%	-14.87%	-5.51%	-6.05%	-6.01%	-3.93%	-4.29%	0.08%	-2.50%
Spring	-7.20%	-4.63%	-8.31%	-19.57%	-6.47%	-8.55%	1.41%	-7.33%	-4.96%	-4.16%	-2.50%
Summer	-13.35%	-17.04%	-14.02%	-10.06%	-5.14%	-13.08%	-19.79%	6.99%	-2.56%	0.59%	-2.50%
Total	-4.56%	-9.73%	-9.10%	-15.76%	-5.79%	-8.48%	-6.06%	-3.40%	-4.21%	-1.43%	-2.50%

FY24 SSI Assumptions

Fiscal Year	Ohio Community College SSI	Cincinnati State SSI	Cincinnati State % of Total
2015	\$419,101,196	\$28,392,389	6.77%
2016	\$438,707,456	\$29,158,940	6.65%
2017	\$456,255,736	\$29,531,858	6.47%
2018	\$456,256,006	\$28,805,256	6.31%
2019	\$456,254,263	\$28,283,185	6.20%
2020	\$461,010,182	\$28,357,383	6.15%
2021	\$470,034,467	\$28,742,630	6.12%
2022	\$474,064,305	\$28,298,189	5.97%
2023	\$478,463,002	\$28,299,032	5.91%
2024	\$481,015,049	\$29,385,573	6.08%

- FY24 Budget is based on Senate passed version of SSI Appropriation
 - House passed version and Governor proposals contain higher funding
 - State budget remains in conference committee
- College's Allocation is determined by ODHE, 6.08% represents first increase since 2015

Expenditures



23.50 FY24 Budget Resolution

WHEREAS, the Board of Trustees is required by Ohio Statute to review and approve the annual budget for Cincinnati State Technical and Community College, and

WHEREAS, the Board of Trustees have determined that the Fiscal Year 2024 Budget as attached and presented by the President and Executive Team supports the College mission and strategic plan through sufficient fiscal support of the educational programs; and

WHEREAS, the Board of Trustees have determined that the Fiscal Year 2024 Budget as attached meets the fiscal planning priorities recommended by the President, Executive Team, and Finance Committee and approved by the Board of Trustee Resolution 23.06 with respect to annual positive cash flow, annual positive net surplus, Senate Bill 6 Composite Score no less than 3.50, and fiscal support to stabilize enrollment, mitigate aging facilities, and implement strategic planning projects; and

WHEREAS, the President and Finance Committee have reviewed detailed Fiscal Year 2024 Budget assumptions and allocations of revenue and expenses across the College's Funds and Departments; and

WHEREAS, the President, Executive Team and Finance Committee recommend Board of Trustee approval of the Fiscal Year 2024 Budget; and

WHEREAS, the approval of such budget is contingent upon passage of the final State Operating Budget for Fiscal Years 2024 and 2025 by the Ohio House, Ohio Senate, and Governor with SSI and Tuition Increases in versions passed by the Ohio House and Senate; and

RESOLVED: The Board approves the Fiscal Year 2024 Cincinnati State Technical & Community College Budget as presented in Exhibit A (attached).

The Fiscal Year 2024 Budget net surplus equals \$269,742. The Finance Department shall prepare a Monthly Financial Report to the Board of Trustees. If the Board does not meet, the Monthly Financial Report will be distributed to the President and Finance Committee, and upon request, to any member of Board of Trustees. The Monthly Financial Report shall be prepared in a format and with content similar to Monthly Financial Reports distributed in Fiscal Year 2022.

The College's minimum cash reserves shall be monitored by the Finance Committee and shall exceed the total of (1) restricted cash; (2) grant, contracts, and state reserves; (3) cash reserves against liabilities as directed by the Finance Committee; and (4) board designated contingencies for debt service, deferred maintenance, payroll, and payables.



Cincinnati State

Finance Presentation SSI

(State Share of Instruction – Subsidy)

SSI Process

1. SSI is Appropriated each Biennium via State Operating Budget and
2. SSI appropriation is Allocated among Universities and Community Colleges by ODHE;
3. Community College Allocation is Course Completions (50%), Degree/Certificate/Transfer Completions (25%), and Success Points (25%);
 - Based on lagging 3 year averages
 - State Funding and ODHE Allocations are Static (Zero Sum)
4. ODHE releases an estimate each spring that is trued up mid-year based on Actual Results;
5. SSI is paid Monthly, and SSI funds are unrestricted.

SSI Overview

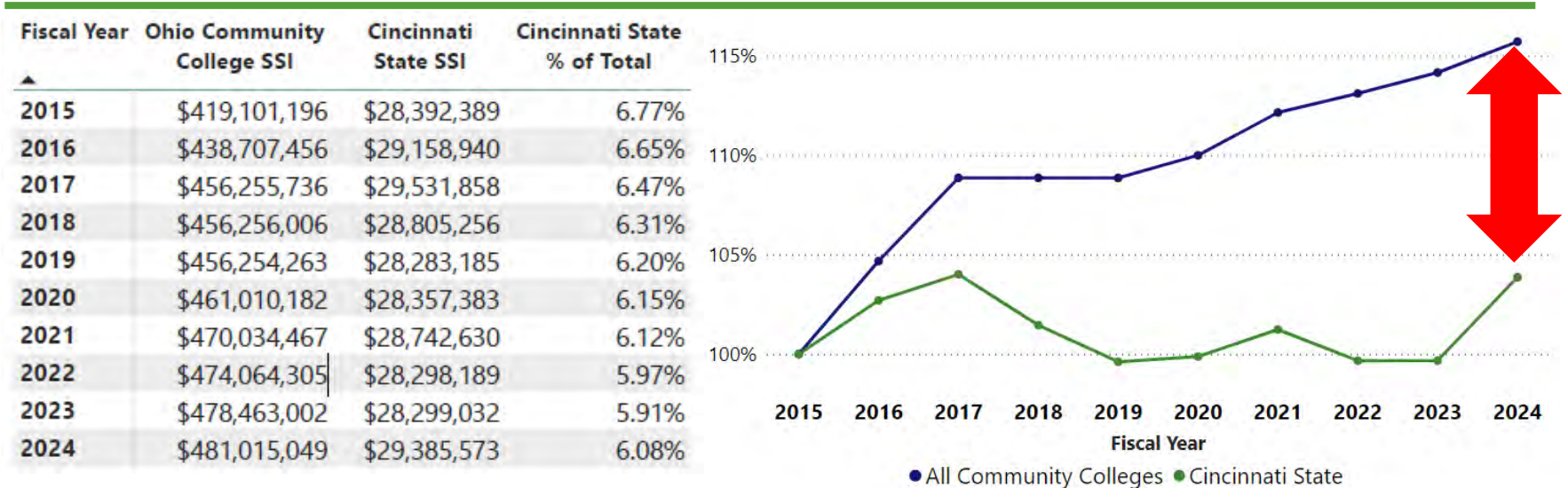
SSI Split Into Three Allocations

- Course Completions
 - \$\$ increase by level/technical courses
 - NUR-201 \$204/credit hour
 - ENG-101 \$69/credit hour
- Completions (Degrees, Certificates, Transfers)
 - \$\$ increase by level/technical degrees
 - Nursing Assoc. \$4051/degree
 - Assoc. Arts \$2,141/degree
 - Accounting Cert. \$1,152/certificate
- Success Points
 - 1 point each for each of 5 types of attainment: 12, 24, 36 credit hours, Completion of College Math or College English and 30 credit hours
 - \$729/Success Point

Three Things to Remember

- Subsidy Eligible Students Only
 - In-State/Reciprocity, No Discounting without State Waiver
 - Target Student Populations Increase \$\$ (“Access”)
- Zero Sum
 - Appropriation is static, it does not increase if Completions increase
- 3-year Lagging Averages
 - 1 or 2 year Lag (Course Completions 1 yr., others 2 yrs.)
 - Example: May 2023 Degrees Paid in FY25, FY26, FY27

FY15 – FY24 SSI Appropriation and Allocation



- The College has experienced a significant decline in % of Community College SSI from FY15 – FY23 due to few course completions, completions and success points in comparison to other Ohio Community Colleges
- Despite significant additional statewide funding of SSI, Cincinnati State’s revenue remained static (i.e. increases in funding went to other Colleges)
- FY24’s Allocation to Cincinnati is the first increase since FY15 and is a welcome and encouraging reversal of the trend

Finance Report Concluded

23.51 Academic Quality & Student Learning Updates – Completion Plan & SSI

The Community College Mission

- Access ... since the 1960s
- Completion ... since 2014

Completion Funding

- Key Metrics
 - Courses
 - Milestones
 - Degrees (Incl/ 1 Yr Certs)
- CinState's Share: 5.92% (FY23) → 6.08% (FY24)

Increasing Completion – Key Ongoing Supports

FT Faculty Engagement

- Advise Students
- Office Hours
- Clubs and Activities
- Co-op And Clinical
- Experiential Learning

Academic Supports

- Tutoring Center
- Math Center
- Writing Center
- TRIO Programs
- Academic Advising
- Development Education – Co-Req Strategies

Increasing Completion – Current Strategic Efforts

Placing Students

Multiple measures to more accurately place (thus shortening time to degree)

Orienting Students

Online to significantly increase # students oriented and to improve quality

Advising Students

Holistic approach & required for incoming students

Improving Students' Online Experience

Self-Service Tools for Students (Registration, Financial Aid, etc)

Faculty professional development for online teaching (ACUE Certifications)

Removing Students' Barriers

*Eliminate *academic holds* that unnecessarily block student progression*

Increasing Completion – Themes/Observations

- Removing Barriers and Complexity
- Shortening Time to Degree
- People Engaging Students

Cincinnati State

Increasing Completion

Questions?

Comments?

Follow-up ?

23.52 Student Engagement & Education / Student Activities Report

23.53 Shared Governance /Faculty Senate Report

Faculty Senate

Board of Trustees Report – June 2023

- End-of-Year Committee Reports
- Cincinnati State to complete a comprehensive Learning Management System (LMS)
- Shared Governance committees

Faculty Senate 2022-2023

Milene Donlin
President
HPS Representative

Ralph Whaley
Vice President
ET Representative

Jayne Dressing
Recording Secretary
H&S Representative

Jon McKamey
Elections Secretary
Library-ID-Counseling

Marianne Niese
Ex Officio
AAUP President

Jeremy Huber
H&S Representative

Bob Nields
IT Representative

Beth Hamon
HPS Representative

Lesli Rice
BTD Representative

Anthony Baker
Ex Officio
Adjunct Representative

23.54

President's Report

Nursing Expansion Grant - Hamilton County ARPA Funds

Hamilton County Commissioners vote this Thursday (6/29/23) upon a grant contract that will allow Cincinnati State to expand enrollment of nursing programs (STNA, LPN, RN).

What the \$1.5M grant pays for...

Nursing Faculty Cost of 3 FT Nursing Faculty for 1 Year (\$313K)

Skills Lab Architectural, remodeling, equip, supply costs for new 1,500-sq-ft Lab (\$467K – BOT Approvals will be required)

Nursing Scholarships (\$450K)

Student Supports

- Nursing Success Course - designed by Prog Chair, Dr. Janice Lockett
- Mentoring

Partnerships - Health Collab, Closing Health Gap, Black Nurses Assoc (\$270K)

Nursing Expansion Grant

What grant allows us to do...

Increase enrollment in the Nursing Pathway

STNA

Practical Nursing Certificate

Nursing Associate Degree

Double Nursing Lab Skills space

Increase retention, graduation and SSI

By providing scholarships, Nursing Success Course, and additional student supports such as mentoring.

23.55 Trustee Chairperson's Report

Cincinnati State

Old Business

New Business

Adjourn to Executive Session

Executive Session Resolution

I move that the Board adjourn to meet in Executive Session pursuant to the provisions of the Ohio Revised Code Section 121.22 to consider legal, personnel and real estate matters.

Executive Session In Progress

Resume Public Session

PUBLIC SESSION RESOLUTION RESOLUTION

I move that the Board meet in Regular Public Session on Tuesday, August 22, 2023, 3:45 pm, Clifton Campus, 3520 Central Parkway, Cincinnati Ohio 45223, pursuant to the provisions of the Ohio Revised Code Section 121.22.

Adjournment

**Next Meeting:
August 22nd at 3:45 pm**

**Clifton Campus
3520 Central Parkway
Cincinnati, Ohio 45223**