

**Board of Trustees Meeting**

**Tuesday, October 27, 2020**

**3:45 pm**

**Welcome!**

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

**AGENDA**  
**Call To Order**  
**Sunshine Law Compliance Announcement**  
**Roll Call**

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- 20.92** Approval of the Proceedings of the Regular Board Meeting of September 22, 2020
- 20.93** Consideration of Items for Possible Addition to the Agenda
- 20.94** Recognition of Accomplishments Reflective of the College Mission
- 20.95** Consent Agenda for Recurring Items
  - A. Personnel Reports
  - B. Facilities Reports
  - C. Public Safety Monthly Incident Report
  - D. Institutional Advancement

***Action Items***

- 20.96** Finance Report
- 20.97** Resolution Affirming ORC Section 123.10 Facilities Related Declaration & Authority to Contract
- 20.98** Resolution Authorization to Terminate Collaboration Agreement
- 20.99** Approval of Vendor Contracts
- 20.100** Academic Quality & Student Learning Updates

***Status of the College Community***

- 20.101** Student Engagement & Education / Student Activities Report
- 20.102** Shared Governance / Faculty Senate Report
- 20.103** President's Report
- 20.104** Trustee Chairperson's Report; Convening of Nominating Committee; Recognition

***Old Business***

***New Business***

***Adjourn to Executive Session***

***Adjournment***

- **20.92 Approval of the Proceedings of the Regular Board Meeting of September 22, 2020**
- **20.93 Consideration of Items for Possible Addition to the Agenda**

# Outstanding Accomplishment

## Mayor Dave Hatter of Fort Wright named Elected City Official of the Year by Kentucky League of Cities

The Elected City Official of the Year Award recognizes a dynamic official who demonstrates outstanding leadership and innovation. KLC represents more than 370 cities and nearly 2,500 elected city officials.

Mayor Hatter is a nationally published free-lance writer, adjunct instructor at Cincinnati State College, and prominent local cybersecurity news and radio personality.



- **20.95 Consent Agenda for Recurring Items**
  - A. Personnel Reports
  - B. Facilities Reports
  - C. Public Safety Monthly Incident Report
  - D. Institutional Advancement



# Main Building Recovery

## October 27, 2020

### Board of Trustee Update

# Overview

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- Water discovered in all levels below the first floor of Main Building on Clifton Campus early in the morning August 31, 2020.
- Water entered from a water main break near an underground tunnel under the A wing of the Main Building.
- The College is insured.
- General Contractor is Geiler Company; Fosdick & Hilmer is providing project management and engineering services
- Weekly progress reports are shared with the College Community via *The Daily News*
- Executive Team and Faculty Senate have met and continue to share consistent communication about the Main Recovery.
- Faculty Senate President, members of Facilities Advisory Team, and President Posey toured the Boiler Room on 10/9/20.

# Major Systems Impacted by Water

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- Boilers (Main Building heating)
- Chillers (Main & HPB Building cooling)
- Main Building Hot Water Supply
- Compressed Air Systems
- Air Handlers in Main Building tunnels
- Electrical Supply
- Fire Suppression
- Elevators



# Strategic Priorities Related to Crisis

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1. Continuity of Mission and Academic Instruction
2. Restoration of Systems Necessary to Occupy Main Building
3. Management of Insurance Claim and Collection of Insurance Proceeds

# Continuity of Mission and Instruction

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- Restoration, Business Continuity of Data Center
  - Back-up Generator repaired; Data Center on Duke power grid
- Relocation of In-Person Courses/Labs Located in Main Building
  - Greater than 300 Classes Moved
  - Lab Alternative locations completed
- Relocation of Student Services located in Main Building Complete
  - Disability Services, Library Director, Laptop Loaner program, Sr. Director Student Success & Development
  - Mallory Child Care Center received state approval of temporary closure
- Relocation of Administrative Departments/Divisions Located in Main Building Complete to extent space permits
  - H&S, BTD, EIT Divisions, Deans/Associate Deans
  - Finance, Payroll, Purchasing, Receiving, Facilities
  - HR limited services at WDC and by appointment
  - Wilmington College
- Temporary Cooling System for HPB; separate Boiler ready

# Restoration of Systems to Occupy Main Building

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- Water Drained and Cleaned-up (95% completed; still need to access 5 elevator shafts for clean-up)
- Assess Structural Integrity of Building – Engineering assessment completed and no structural damage found in either Boiler Room or Tunnel A
- Restoration and Repair of Main Building Electrical Supply, Electrical Infrastructure, and Back-up Systems
  - Priorities: Data Center (on grid), Boiler Room (temp panels & power), A&B Wings (partial power restored and testing underway)
  - Emergency lighting restored to most of building
  - Back-up generator ordered, new location determined; expected delivery late Dec/early January
  - Assessment of infrastructure 80% complete; damage to transformers, breakers, panels
  - Original cloth covered wire; national standard – if immersed must be replaced
  - Supply chain disruption impacting lead time on orders
- Mitigate/Remediation Hazardous Materials, Mold, Air Quality Issues
  - Mold and air quality tests completed and satisfactory
  - Air quality in 3 tunnels completed and satisfactory
  - Abatement of remaining 6 tunnels expected to be completed by end of October

# Restoration of Systems to Occupy Main Building

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- Fire Suppression/Fire Loop Repair
  - 3 Leaks in Fire Loop repaired; Loop restored to full operation
  - Need to assess long-term viability of original fire loop
  - Fire monitoring system repairs 90% completed, electric restored to system panels
- Replace Heating, Cooling Systems, Hot Water, Compressed Air Systems and/or provide Temporary Solutions depending on Timing
  - 5 new Boilers received, and in place; temp power and panels for Boilers installed; target start-up date of 11/1
  - Design of cooling, domestic hot water, compressed air systems underway
  - Transformer, panels, breakers for boiler room power damaged and will need to be replaced
  - 3 air handler units inside tunnels damaged
  - Restoration of Building Automation System commenced, but reliant on power to panels
- Assess/Repair Elevator Systems
  - Initial assessment of 2 of 6 elevators indicates repairs needed, full assessment contingent on power being restored
- Restoration of Damage to Fitness Level (drywall, carpet, cove molding)
  - Pending
- Consider and Execute Opportunities to Improve Infrastructure for Long Term Continuity of Main Building

# Timeline

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- Goal to re-occupy Main Building ASAP
- Must Haves to re-occupy:
  - Electrical service
  - Fire suppression and monitoring
  - Emergency systems & generator back-up of those systems
  - Hot water
  - ADA Compliance i.e.: working elevators
  - Inspections and Certificate of Occupancy issued by State
- Factors impacting Timeline:
  - Scope of electrical work needed
  - Timeliness of delivery of major electrical components (generator, transformer, breakers, panels)
- Confident of ability to fully re-occupy by start of Summer 21 Semester; assessing potential to re-occupy A & B Wings for instruction sometime during Spring 21 Semester

# Management of Insurance Claim

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- File Claim
  - Carrier: Traveler's
- Coordinate with Carrier and Adjuster to Determine Losses
  - Policy and Limits: Full Replacement Value, General Policy Limit is equal to building and contents value
  - Adjuster Approval to Proceed with Boiler Replacement
  - Subrogation Inspection Team Engagement
  - Attorney General/Special Counsel Engagement
  - Adjustor & engineer for insurer on site 10/22
  - Documentation of recovery and equipment costs still evolving due to ongoing assessment and unknown damage that may be revealed during the electrical repairs
  - Current estimate from GC \$7.7 million and Engineer/Project Mgmt. \$675K
- Ensure Payments to Vendors or Reimbursements to College
  - Receipt of \$500,000 advance; anticipate additional advance in 2 weeks
- Conferred with OFCC and Chancellor regarding declaration of Public Exigency which Provides State Agencies with Procurement Flexibility



**October 27, 2020**  
**Financial Report and**  
**Presentation to the Board**  
**of Trustees**

# Finance Committee and Disclosures

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Finance Committee: October 27, 2020 Agenda

- September Finance Committee Minutes
- Water Main Break Update
  - ORC 123.10 Resolution
- Fiscal Year 2020 Audit Update (as filed)
- September 2020 Financial Report
- FY22-FY24 Budget and Fiscal Planning Discussion
- Collaboration Agreement Resolution

Next Finance Committee meeting: November 30, 2020

## Disclosures

Interim financial presentations do not 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.



# Fiscal Year 2020 Audited Financial Results

**+\$3,265,507**

**Fiscal Year 2020  
Change in Cash**

**\$7,201,113**

**Fiscal Year 2020  
Net Surplus**

**3.90**

**Fiscal Year 2020  
Senate Bill 6 Score**

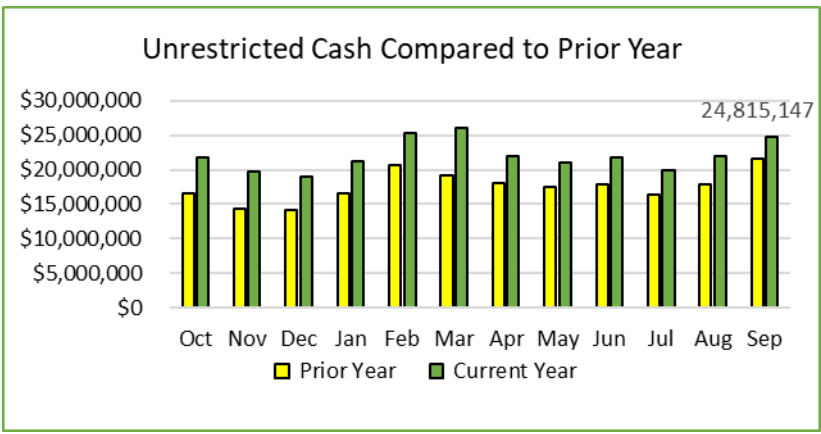
- Financial Statement Audit Timely Completed and Filed with the State of Ohio Auditor of State and Office of Budget and Management.
  - Pending Certification by the Ohio Auditor of State
- Single Audit/A-133 (Federal Grant Audits) Deadline Extended to December 31, 2020 with approval by State of Ohio due to Evolving and Pending CARES Act guidance.
- No Auditor Adjustments or Findings
- Thank you to the Teams Who Supported the Audit
- Fiscal Year 2020 STRS/SERS Audit initiated by State of Ohio Auditor of State in October (Separate from the financial audit)

# September 2020 Fiscal KPI Dashboard

**+\$3,302,259**  
**Year-over-Year**  
**Change in Cash**

**\$139,247**  
**Year-to-date**  
**Net Surplus**

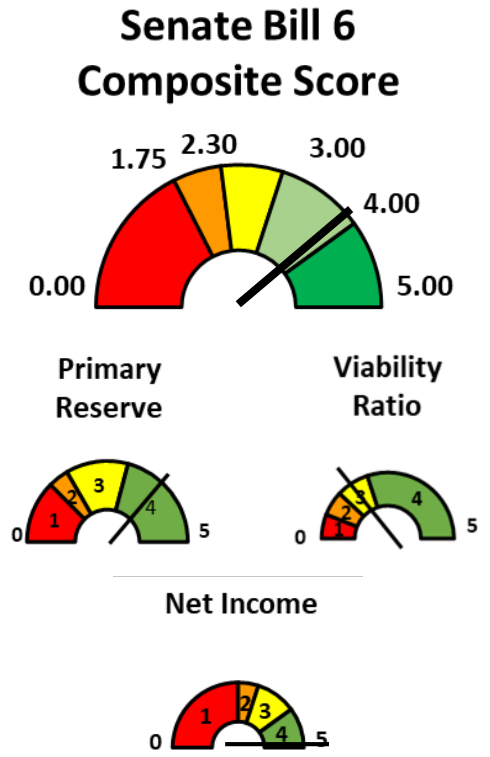
**3.90**  
**LTM\* Senate Bill 6**  
**Composite Score**



Consolidated YTD Budget to Actual Variance  
**+\$40,907**

YTD Change in Benefits Eligible Payroll  
**-\$422,807**

YTD Change in Payments Vouchered  
**-\$54,497**



# September 2020 Discussion

**+\$3,302,259**  
**Year-over-Year**  
**Change in Cash**

**\$139,247**  
**Year-to-date**  
**Net Surplus**

**3.90**  
**LTM Senate Bill 6**  
**Composite Score**

## Key FY21 Budget Assumption Updates

- State Subsidy:
  - No Change to Budgeted FY21 SSI
  - FY22-FY23 Biennium Appropriations remains highly speculative
- Enrollment: Spring Enrollment started 10/24/2020
- CARES Act:
  - HEERF Emergency Financial Aid Fully Expended
  - CRF Round 1 Allocation Expected to be Expended before Deadline
  - HEERF Institutional Allowed until June 2021
  - Mental Health and CRF Round 2 Allocations TBD
  - Potential for Additional Federal Stimulus
- Cost Containment:
  - Expect Volatility Related to Health Crisis and Boiler Room
  - No material changes from FY21 Revised Budget

# Resolution 20.97

## O.R.C. 123.10 Declaration

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- Declaration under Ohio Revised Code Section 123.10
- Provides State Agencies with Procurement Flexibility in Case of a Facilities Related Emergency
- Dr. Posey has Submitted the Request to the Executive Director of Ohio Facilities Construction Commission as Required by ORC 123.10
- OFCC Staff have expressed support for the Declaration based on the facts of the Main Building Water Main Break and are Submitting Recommendation to the Executive Director to Approve
- Board Resolution 20.97 Provides Additional Support and Affirmation of President Posey's Request for the Executive Director's Approval of the Declaration

# Resolution 20.98

## Collaboration Agreement

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- 2012 Collaboration Agreement (as Amended) governs the operations of Cincinnati State's Middletown Campus.
- Current Economics are Unsustainable Through the Remaining 22 year term of the Collaboration Agreement.
- The economic sustainability of the College's Middletown Campus remains a strategic priority related to the College's overall strategy to serve Butler County Ohio.
- Agreement to Terminate Relieves College and HEP of Obligations under the Collaboration Agreement in Consideration for:
  - Up front Payment to Cincinnati State of \$900,000 for Operating Expenses
  - Three-years Rent Free Use of the Facility
- Termination is Consistent with:
  - Mission, Strategic Plan and Butler County Strategy
  - Fiscal Priorities as Established by President and Board of Trustees

# **Financial Report to the Board of Trustees is Concluded**

# Resolution 20.99

## Approval of Vendor Contracts

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**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 for FY20 as follows:

- 1) Dell Marketing, \$478,744.00 for laptop computers for employees for remote work and instruction (CARES Funds);
- 2) Fosdick & Hilmer, **Not to Exceed** \$675,000.00 for engineering, design, and project management services of Main Building Recovery project (Insurance Proceeds, General Funds, Capital Funds)
- 3) Geiler Company, **Not to Exceed** \$7,700,000.00 for General Contracting services, including all subcontractors for Main Building Recovery Project (Insurance Proceeds, General Funds, Capital Funds)

**IT IS HEREBY** deemed that the Board of Trustees of Cincinnati State Technical & Community College approves entering into contracts with the above to provide said goods and services.

# Academic Quality & Student Success Update

**Student Completion - Key Performance Indicators**

**Meeting Community Need - Medical Assisting**



# Academic Quality Update

## Student Success & Completion Plan

Directs implementation and analysis of completion efforts.

### Student Completion KPIs – 2020 Data

Leading Indicators	16/FA Cohort	17/FA Cohort	18/FA Cohort	19/FA Cohort
Pass Rate	74.3%	75.1%	75.5%	73.40%
Persistence	69.0%	68.4%	68.8%	71.9%
Retention	47.3%	50.6%	48.9%	51.5%
Avg Cred Attempt Yr 1	19.9	19.8	20.2	20.6
<b>Graduation Rates (FT)</b>	<b>by 17/SU</b>	<b>By 18/SU</b>	<b>By 19/SU</b>	<b>By 20/SU</b>
3-Year	16.1% (14/FA)	21.1% (15/FA)	22.4% (16/FA)	25.7% (17/FA)

# Assuring Academic Quality

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## Regional Need for Medical Assistants

- Health Collaborative (region's health systems)- urgent unmet need
- Approximately 500 postings annually

## Meeting the Need

- Apprenticeship model → a pathway for incumbent health system workers
- 6 months of online and clinical instruction *while employed*
- Once certification earned, grads *move up* to certified MA positions

## Initial Pilot – Mercy Health System

- First quarter 2021
- Using proven curriculum
- Partnering with Health Collaborative to offset program costs

# Academic Quality Update

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- Questions
- Comments

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Board of Trustees Meeting, October 27, 2020  
Provost Robbin Hoopes

## **Status of the College Community**

- **20.101 Student Engagement & Education / Student Activities Report**
- **20.102 Shared Governance / Faculty Senate Report**

# President's Report

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## **Main Building Recovery**

- Local partnerships for lab experiences
- Chancellor's support
- Local and state outreach – focus on capital funds

## **Talia Bailey and other students at Chancellor's Roundtable**

shared COVID has impacted student mental health -> Governor commits \$16 million to college student mental health

**Career Center and the College's Co-op Coordinators** hosted a virtual Career and Co-op Job Fair

**Cincinnati State United Way and Community Shares Campaign** raised \$6,085

**Goldman Sachs 10,000 Small Businesses** awarded CState an additional \$496,630 for 2020-21 program

# President's Report

## Ohio Department of Higher Education Fall 2020 Preliminary Headcount Enrollment - Ohio Public Colleges and Universities

<b>FALL 2020 HEADCOUNT</b>	<b>FA 2019</b>	<b>FA 2020</b>	<b>% CHANGE</b>
<b>Cincinnati State</b>	7,891	8,199	+3.90
<b>Clark State</b>	5,600	5,359	-4.28
<b>Edison State</b>	3,800	4,067	+7.00
<b>Sinclair</b>	18,812	18,007	-4.28
<b>Southern State</b>	2,400	2,018	-15.92
<b>UC Blue Ash</b>	5,172	5,127	-0.87

## **20.104 Trustee Chairperson's Report, Recognition, Convening of Nominating Committee**

**Old Business**

**New Business**

**Adjourn to Executive Session**

# Executive Session In Progress



## **Return from Executive Session**

### **Adjournment**

**Next Meeting:  
December 1, 2020  
3:45 pm  
Remote Delivery**