

Board of Trustees Meeting

**Tuesday, December 7, 2021
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 Evendale Campus, 10100 Reading Rd, Cincinnati Ohio 45241, on Tuesday, December 7, 2021, 3:45 p.m., Chairperson George Vincent presiding. Notification has been posted on the College website, www.cincinnati.state.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.

AGENDA
Call To Order
Sunshine Law Compliance Announcement
Roll Call

- 21.118** Approval of the Proceedings of the Regular Board Meeting of October 26, 2021
- 21.119** Consideration of Items for Possible Addition to Agenda
- 21.120** Recognition of Accomplishments Reflective of the College Mission
- 21.121** Consent Agendas for Recurring Items
 - A. Personnel Reports
 - B. Facilities Reports
 - C. Public Safety Monthly Incident Reports

Action Items

- 21.122** Finance Reports
- 21.123** FY21 Efficiency Report
- 21.124** Approval of Vendor Contracts
- 21.125** Board Approved Exceptions to Certification Requirements
- 21.126** Academic Quality & Student Learning Updates

Status of the College

- 21.127** Student Engagement & Education/Student Activities
- 21.128** Shared Governance/Faculty Senate Report
- 21.129** President's Report
- 21.130** Chairperson's Report & Trustee Association Report

Old Business

New Business

Adjourn to Executive Session Adjournment

**21.118 Approval of the Proceedings of the
Special Board Meeting of
October 26, 2021**

**21.119 Consideration of Items for Possible
Addition to the Agenda**

21.120 Recognition of Accomplishments

Cincinnati State Board of Trustees Meeting

12/7/2021

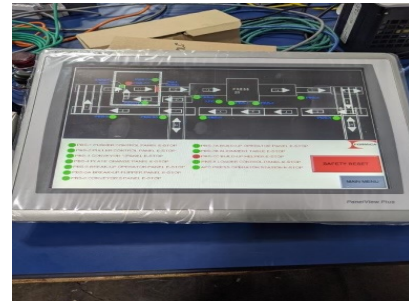
Workforce Development Center Recognition

"I've been doing a lot of programming with the engineers at work recently, they have me programming/designing screens for an HMI that we are putting in.

They seem really impressed with how well I can program, given my lack of experience.

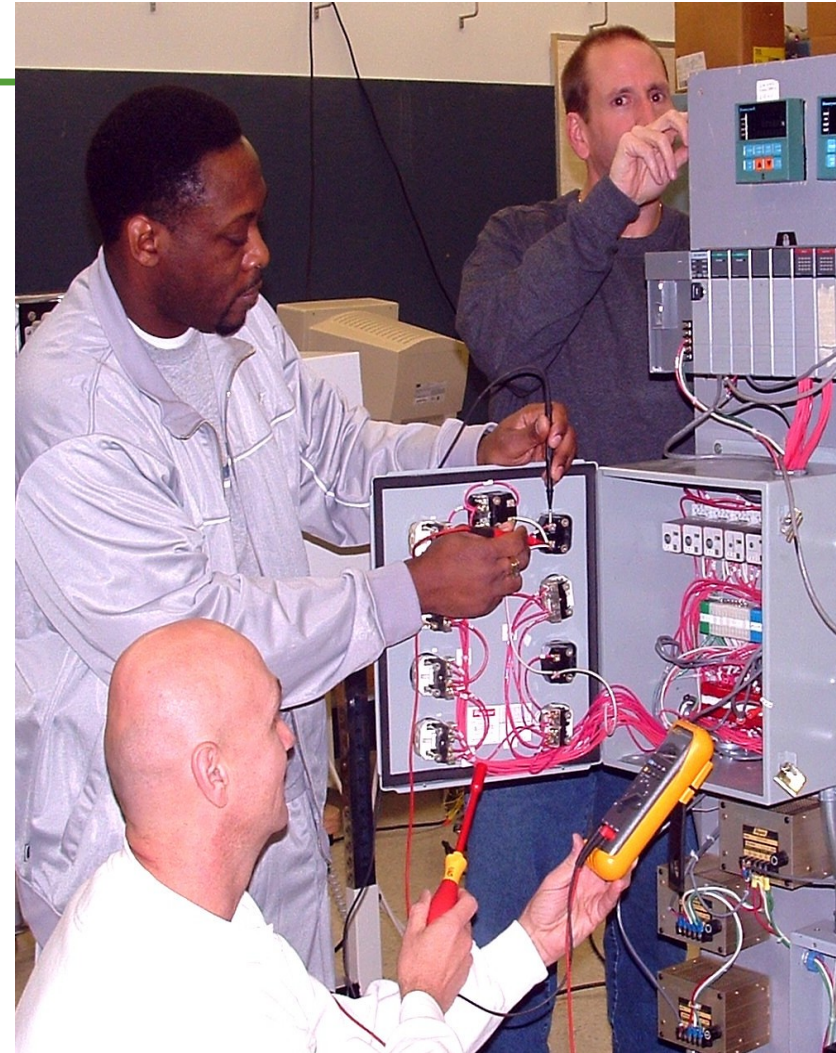
Your classes definitely helped me with that one."

Chris Ellison, Maintenance Technician -Formica



Workforce Development Center by the numbers...

- 1 Main Focus – Employers' Training Needs
- 3 Products
 - Short Term Certificates/Microcredentials
 - Customized Training
 - Assessments
- 90%+ Completion Rate
- 100+ Employers Served Annually
- 1,500+ Students Served Annually
- 1000+ New flooring tiles and carpet squares



Front Office Team



CHERYL BRACKMAN, MS
DIRECTOR/SENIOR BUSINESS MANAGER



CLAUDIA JOHNSON, BS
CLIENT MANAGEMENT SPECIALIST



KRYSTAL WRIGHT, BS
EXECUTIVE ASSISTANT II



MELISSA LESLIE, BA
CLIENT MANAGEMENT SPECIALIST

Industry Sector Focus

Professional Management Expertise

Industrial Maintenance/Apprenticeship



Ford, UGN, & Formica
Apprenticeship Contract



Procter & Gamble
Component Training



Kroger
Mechanical Training



Curriculum Enhancements
Human Machine Interface – Text
Book & Robotics

Programs Areas of Focus

- Industrial Electrical
- Industrial Controls
- Pneumatics, Hydraulics and Mechanical Devices
- Programmable Logic Controllers
- Robotics
- Mechatronics
- Human Machine Interface



JASON HENDRICKSON, MS
ASSISTANT BUSINESS MANAGER & INSTRUCTOR

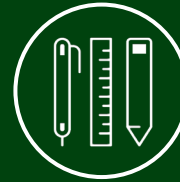
Advanced Manufacturing

Program Areas of Focus

- Machine Tool Operation
- Machine Tool Programming
- Additive Manufacturing
- Chemical Operator
- Manufacturing Skills Standards Council (MSSC)
- Certified Logistics Analyst/Technician

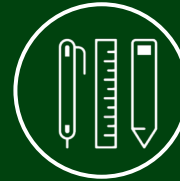


JERRY WHITAKER, MBA
ASSISTANT BUSINESS MANAGER & INSTRUCTOR



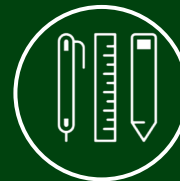
Student Sponsored Training

Monti, Western States Machine Company, Richards Industries, Standard Aero, Connector Manufacturing



Customized Training

General Tool Company, Meyer Tool, Siemens



New Equipment Lab

Investment in a new machining lab – completion date – 1/2022

Hazmat Rescue and Safety



Upgraded Curriculum

Revised lesson plans and books for all curriculum



Customers

GE Aviation, Procter & Gamble, Sam Adams, AstraZeneca, Pilot Chemical, EPA, CDC



Customized Training

Newest Clients - from northern KY – 75% of programming delivered off-site



On the Road

Toyota – 11 cities, 9 states – Active Shooter/Killer Training

Program Areas of Focus

- OSHA HazMat Training
- OSHA Incident Command
- OSHA Confined Space
- OSHA Basic Rescue
- Basic Emergency Casualty Care
- Active Killer (Shooter) Awareness & Safety



COL BOB CUTAJAR, USA (RET.)
ASSISTANT BUSINESS MANAGER & INSTRUCTOR

Grant Deployment / Professional Development



SEAN G.L. JOHNSON, MBA
GOLDMAN SACHS 10,000 SMALL BUSINESSES
PROJECT MANAGER



REA WALDON, PH.D.
GOLDMAN SACHS 10,000 SMALL BUSINESSES
BUSINESS MENTOR



JOE SACK, MA
DEPARTMENT OF DEFENSE PIPELINE
PROJECT MANAGER



CHERYL BRACKMAN, MS
DIRECTOR/SENIOR BUSINESS MANAGER



Goldman Sachs
10,000 Small Businesses



Department of Defense – Advanced
Manufacturing Pipeline



PUCO Grant -
Public Utilities Commission of
Ohio



Customized Professional Development
First-line supervisor training;
communication - Bimac

Health / Emergency Medicine



Medical Assisting Apprenticeship

2nd Cohort starting 1/2022: Partners
Mercy Health, Cincinnati Children's,
UC Health, TriHealth



STNA Quick Start

Students can complete in 12 days



New Equipment – Emergency Medicine

EKG Monitor & SimMan



New Lab – Medical Assisting Apprenticeship

Increasing capacity of health
programming

Program Areas of Focus

- State Tested Nurse Aid Training
- Medical Assisting
Apprenticeship
- Paramedic



LASHAWN LANCASTER, BSHA, RMA
MEDICAL ASSISTING APPRENTICESHIP
PROGRAM COORDINATOR & INSTRUCTOR



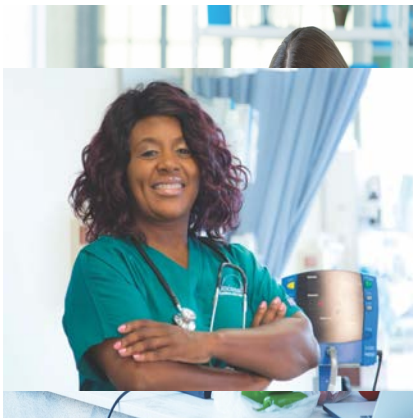
ERIN SARVIS, AAS, NRP, EMS-I
EMERGENCY MEDICINE
PROGRAM COORDINATOR & INSTRUCTOR

Partner Highlight



Patrice Luning, RN, BSN
Operations Integration Specialist
Mercy Health Physicians

Future Focus – Workforce Development Center



Expand MA Apprenticeship

Add program start dates to flourishing medical assisting apprenticeship program



Re-engage Partners

Restore to Pre-COVID engagement

SmartFactory Funding

Partnering with TechSolve for State-of-the-Art Training and Research Facility



Maximize Funding

- ✓ Short-Term Certificate Grant
- ✓ Tech Cred
- ✓ Partners / Grants



21.121 Consent Agenda for Recurring Items

A. Personnel Reports

B. Facilities Reports

C. Public Safety Monthly Incident Reports

21.122



December 7, 2021
Financial Presentation to
the Board of Trustees

Finance Committee and Disclosures

Finance Committee December 6, 2021 Agenda:

- Independent Auditor Discussion
- Purchasing and Budget Compliance Discussion
- October 2021 Finance Committee Meeting Minutes
- October 2021 Financial Report
- Spring 2022 Enrollment
- FY23 Budget Pro Forma
- ERP License
- FY21 Efficiency Report

Next Finance Committee meeting: January 24, 2021

Disclosures

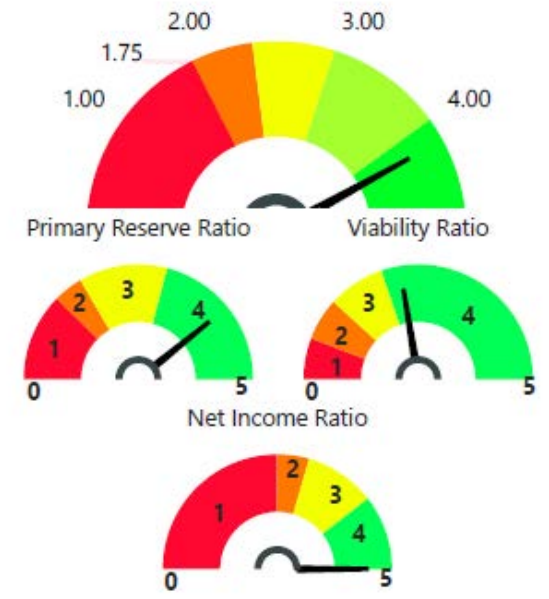
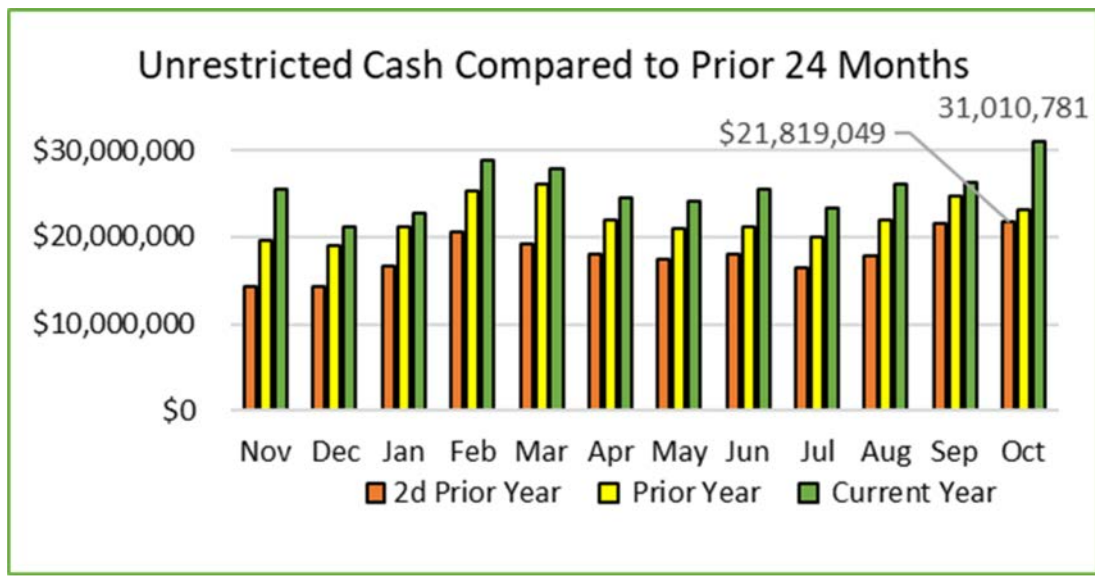
Interim financial presentations do not include GASB 68 and GASB 75 adjustments. Monthly financial statements are considered interim and subject to change pending certification of the College's independent year-end financial audit.

October 2021 Fiscal KPI Dashboard

+\$7,109,535
YOY Change in Cash
 (Excluding Federal Stimulus)

\$336,570
Year-to-Date
Net Surplus

4.20
Senate Bill 6
Composite Score



FY21 Audit Update

Summary of Reports Issued

- **Unmodified** opinion on financial statements.
- **Government Auditing Standards:**
 - **No** significant deficiencies identified in internal control noted.
 - **No** material weakness in internal control noted.
 - **No** material instances of noncompliance noted.
- **Single Audit:**
 - **No** significant deficiencies in internal control/noncompliance for federal programs noted.
 - **No** material instances of noncompliance for federal programs noted.
 - **Unmodified** opinion on major programs.

FY21 Audit Update

Other Required Communications

- **Management** is responsible for the selection and use of appropriate accounting policies.
 - The significant accounting policies used by the College are described in Note 2 to the financial statements.

- Significant accounting estimates included the following:
 - Useful lives of capital assets.
 - Allowance for uncollectible student accounts.
 - Net pension and OPEB assets/liabilities, and related deferred inflows and outflows.

- We encountered **no** significant difficulties in dealing with management in performing and completing our audit.

Audit Procurement & Budgets

- Management Letter Comment, and Required Compliance with Ohio Auditor of State 2022 Ohio Compliance Supplement Section 1-2 addressed by Board Resolution 21.125.
- Auditors Recommended Additional Process regarding Budgeted Expenditures Discussed with Finance Committee.

Management Letter

Proper Encumbering

In Ohio Rev. Code Section 5705.41(D)(1) prohibits a subdivision or taxing entity from making any contract or ordering any expenditure of money unless a certificate signed by the fiscal officer is attached certifying that the amount required to meet any such contract or expenditure has been lawfully appropriated and is in the treasury, or is in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

Proper prior certification by the fiscal officer or following one of the approved exception methods could not be verified in five of the forty disbursement transactions tested.

Capital Appropriations Update

- Allocation of FY23-FY24 Biennium Appropriation (\$6.1mm) Submitted to OBM, ODHE, and OACC
 - Transform and Extend Life of Main Building
 - Integrated Enterprise-Wide System and Infrastructure Upgrades
 - Training and Education Infrastructure Upgrades
- Additional Request for State Federal Stimulus Allocation submitted to ODHE and OACC
 - Significant Unallocated Federal Stimulus Funds available for Allocation by the State of Ohio being requested by OACC/ODHE for Capital Purposes
 - Requests for 3 potential projects (Harrison, Butler Co., WDC) and 37 business and community supporters highlighted
 - Likelihood of Success, Amount of Funding, Timing: TBD

21.123 FY21 Efficiency Report

FY21 Efficiency Report Resolution 21.123

- An efficiency report is statutorily required to be submitted to ODHE annually and approved by the Board of Trustees (House Bill 49, Section 381.50).
- The efficiency report is an annual process to assess and document affordability and efficiency in higher education.
- FY21 efficiency report documents \$9,005,487 in savings at Cincinnati State compared to the FY17 Baseline.
- President and Executive Team Request the Board of Trustees approve Resolution 21.123 to accept the report as presented.

21.124 Approval of Vendor Contracts

Contracts Resolution 21.124

College Requests Board Approval for the Following Contracts as required by Board Resolution.

- John Tafaro, Interim Vice President Administration, funded from General Fund, \$82,500;
- Trane USA, ATLC Chiller Compressor Repair, funded from General Fund \$116,557; and
- Miami University, Tech Prep Coordinator, grant funded \$60,000.

21.125 Board Approved Exceptions to Certification Requirements

Exceptions to Certification Resolution 21.125

- Ohio Revised Code Chapter 5705, and the Ohio Auditor of State 2022 Ohio Compliance Supplement Section 1-2 as 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; and
- Ohio Revised Code, as interpreted by the Ohio Auditor of State offers exceptions to this requirement if the appropriation is certified by the Board of Trustees;
- This exception is generally intended for emergency procurement; and
- Resolution 21.125 lists invoices that require approval by the Board of Trustees as required by Ohio Compliance Supplement Section 1-2.

Other Discussion Prior to Conclusion of Finance Presentation and Related Agenda?

Finance Presentation is Concluded

21.126 Academic Quality & Student Learning Updates

- **Quality** – Completion of Annual Self-Studies 2021
- **Programming** - Submission of BSN Proposal to ODHE

Quality- Annual Self-Studies 2021

Participation

- All Associate Degree Programs (44) – 100%
- All Academic Departments (8) – 100%

Process

- Comprehensive quality improvement process aligns with HLC Criteria 3 & 4
- Program/dept faculty reflect and report upon quality and improvement
- Levels of Review - *Level 1: Dean Level 2: Provost Review Team*
- Output - Written Feedback to Each Prog/Dept
- Data Inputs
 - ✓ Learning outcomes assessment data
 - ✓ Program outcomes data (e.g. job placement, credential exam pass rate, employer satisfaction)
 - ✓ Advisory Board feedback
 - ✓ Co-op employer and clinical site feedback
 - ✓ Graduate and employer surveys
 - ✓ Through-put data (i.e. persistence, retention, and graduation rate)

Quality- Annual Self-Studies 2021

Patterns of Strength

- Experiential Learning - All Programs
Via faculty w/ industry experience, hands-on classroom instruction, labs w/ tech equipment, co-operative education, clinical placements

- Assessment of Learning Outcomes - All Programs
Commendation by Higher Learning Commission

- Excellent Program Outcomes - Majority of Programs Reporting
Data re job placement, employer satisfaction, credential pass rates, etc.

Programming – BSN Submission

ODHE Process

- | | |
|--|--|
| ✓ Convene Region's Education Providers | <i>Completed - Nov 15th</i> |
| ✓ Submit to ODHE | <i>Completed - Nov 18th</i> |
| ➤ Review by Chancellor | <i>Awaiting Feedback</i> |
| ➤ Post for Public Comment | <i>Next Step</i> |

Key Components of Proposal

- | | |
|-------------|---|
| ❖ Structure | ADN>BSN (<u>not competing for hospital clinical placements</u>) |
| ❖ Quality | Highest NCLEX-RN Pass Rates – 93% |
| ❖ Diversity | Most Diverse – Minority Nursing Students – 29% |
| ❖ Support | Support from all of Cincinnati's major hospital systems |
| ❖ Need | Ongoing critical shortage in Cincinnati |

BSN Prepared Nurses – Critical Shortage in Cincinnati

It is what keeps us up at night.

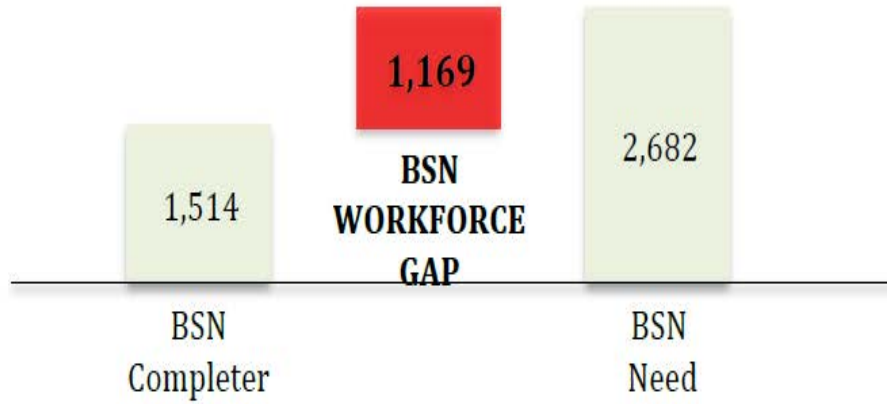
I do not see this shortage as a one- or two-year issue, but a decade issue.

The COVID pandemic has led many nurses to leave the profession. There has also been an exodus of nurses due to early retirements. In addition, nurses, especially BSN nurses, have many more non-bedside opportunities—in insurance, virtual care and other settings. When you consider the aging population and the growing need for inpatient care, we will continue to need more nurses than we are currently producing in this region.

-David Fikse, President Mercy Health System

BSN Workforce Gap

Estimated 2021 BSN Workforce Gap in Greater Cincinnati



Sources: IPEDS (2021 BSN estimated completions); Emsi (2021 estimated BSN need)

11%
RN Vacancy Rate
in Greater
Cincinnati

21.126 Academic Quality & Student Success Update

Questions or Input?

21.127 Student Engagement & Education / Student Activities Report

Student Engagement & Education/ Student Activities Report



Cincinnati State’s Student Government is diligently working to increase student participation in clubs/organizations and campus events. Additionally, SGA leaders are working towards strengthening collaborative efforts amongst the groups for support and increasing student interaction.

- Priorities for Student Government
- November/ December Student Activity Events

President:	Shane Winslow
Vice President	Japharneet Kaur (Jappie)
Secretary:	Kamryn Moore
Ombudsmen:	Abigail Malsbury
Senators:	Quen Sandle (HPB) Tytaiunna Rogers (BTD)
Club Coordinator:	Andrea Lazos, Alba Azamar

21.128 Shared Governance / Faculty Senate Report

Faculty Senate Board of Trustees Report – December 2021

Professor Emeritus Update

Meeting with President Posey

1. Understand the College's re-engagement plan for faculty, staff and students
2. College Strategy for the next 2-3 years

Senate Next Steps

- CCP Return-on-Investment
- Marketing & Enrollment Plan
- Employee Recruitment & Retention
- Capital Project Planning

Faculty Senate 2021-2022

<i>Lesli Rice</i> President BTD Representative	<i>Milene Donlin</i> Vice President HPS Representative	<i>Jayne Dressing</i> Recording Secretary H&S Representative	<i>Jon McKamey</i> Elections Secretary Library-ID	<i>Marianne Niese</i> Ex Officio AAUP President
<i>Jeremy Huber</i> H&S Representative	<i>Bob Nields</i> IT Representative	<i>Barb Ratliff</i> HPS Representative	<i>Ralph Whaley</i> ET Representative	<i>Anthony Baker</i> Ex Officio Adjunct Representative

21.129 President's Report

President's Report



ACUE

Student Success
Through Exceptional
Teaching

Online Certification

First group of faculty who completed this 23 week program
on best teaching practices for online courses

Stani Kantcheva

Stephanie Stafford

Jessica Loomis

Tomie Garland

Kelly Edmondson

Colleen Meyer

President's Report

Activities on Campus in November

- Walgreens Flu & COVID Vaccines
- Surge (food) Pantry Farmer's Market
- Celebration with Deaf Institute
- Greater Cincinnati Academic League Tournament
- Health Professions Career Fair
- Engineering Career Day
- Student Thanksgiving Grab & Go Hot Meal
- Visiting Colleges - *NKU, Ohio University, MSJ, Miami, UC A&S, UC Education, Thomas More, Xavier*
- Automotive Career Day
- Mason High School Visit
- EMS National Registry Exam
- and more....



President's Report

Ohio

Department of
Higher Education

Mike DeWine, Governor
Randy Gardner, Chancellor

STATE TRUSTEES YEAR END UPDATE -- DECEMBER 16

Virtual Event on Thursday, December 16 from 10:00 AM to 11:30 AM.

- Governor Mike DeWine featured address
- Lt. Governor Jon Husted will present efforts to promote workforce development throughout Ohio
- Chancellor Randy Gardner will discuss several key Ohio higher education initiatives

21.130 Trustee Chairperson's Report

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 personnel and legal matters.

Executive Session In Progress

PUBLIC SESSION RESOLUTION RESOLUTION

I move that the Board meet in Regular Public Session on Tuesday, January 25, 2022 at 3:45 pm, Cincinnati State, Main Campus, 3520 Central Parkway, Cincinnati Ohio 45223, pursuant to the provisions of the Ohio Revised Code Section 121.22.

Return from Executive Session

Adjournment

**Next Meeting:
January 25, 2022
3:45 pm**

**Cincinnati State – Main Campus
3520 Central Parkway
Cincinnati, Ohio 45223**