North Central State College

Board of Trustees' Meeting

Board Packet

June 24, 2015

NORTH CENTRAL STATE COLLEGE
BOARD OF TRUSTEE'S MEETING
Wednesday, June 24, 2015 4:00pm-5:00pm
Fallerius Technical Education Center – Board Room (165-F)

I. CALL TO ORDER – *Mrs. Linda Nelson*
- Pledge of Allegiance, College Mission Statement

II. ROLL CALL – *Mr. Stephen Williams*

III. INTRODUCTION OF GUESTS – *Dr. Dorey Diab*

IV. FOCUS OF THE MEETING – *Mrs. Linda Nelson*

V. PRESIDENT'S REPORT – *(Shortened with most provided as part of the retreat)*

VI. REQUIRED APPROVALS AGENDA – *Mrs. Linda Nelson*

Consent Agenda **(Action Required)**

Minutes:

A. Approval of Minutes for May 27, 2015 "Regular Meeting" Pages 8-19

Personnel Actions:

B. Consideration of Approval of Status Change – *R-2015-26* Page 20

C. Consideration of Approval of Employment of College Personnel – *R-2015-27* Page 21

D. Consideration of Approval of Personnel Professional Growth Recognition – *R-2015-28* Page 22

Regular Agenda

A. Treasurer's Report for May 31, 2015 – *Mr. Koffi Akakpo* Pages 23-28 **(Action Required)**

B. Consideration of Approval of 2015-2016 Budget – *R-2015-29 – Dr. Dorey Diab/Mr. Koffi Akakpo* Pages 29-31 **(Action Required)**

C. Consideration of Approval of College Personnel Employment *Contracts – R-2015-30 – Dr. Dorey Diab/Mr. Koffi Akakpo* Pages 32-38 **(Action Required)**

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT - *Mrs. Linda Nelson*
- Dr. Christ Ticoras (Trustee, OSU-Mansfield)
- Follow-up from OSM-M Board meeting (June 11th) – Dr. Ticoras/ Mrs. Pamela Mowry

VIII. POLICY GOVERNANCE

A. Discussion of Agenda Planning (IAW 02.72) – *Mrs. Linda Nelson*
- Discussion to consolidate and relabel owner connection activities (Community Connections, Owner Linkage, and Link and Learn)

B. Continue Discussion of Policy 2.7 Agenda Planning — Page 39
- 2.74 Monitoring Reports
- 2.75 CEO Evaluation Timeline

C. Continue Discussion of Policy 2.6 Board Secretary's Role — Page 40

D. Review of Policy 2.3 Board Members Code of Conduct — Page 41

E. Rehearsal Scenario and Policy Review — Page 42
(Deferred with partial discussion at retreat)

IX. BOARD CHAIRPERSON'S REPORT – *Mrs. Linda Nelson*

A. Recap highlights of OACC 2015 Annual Conference – *Mr. Matthew Smith* (June 11-12, Cuyahoga Community College) – Link to Presentation

B. Rock-n-Ribs (July 9, 10, and 11) Trustee Participation Opportunities

C. ACCT Leadership Congress (October 14-17, San Diego, CA)

D. Introduction/discussion of revised procedures for exiting Executive Session and returning to Regular Session as well as Meeting Adjournment.

X. MEETING EVALUATION – *Mrs. Linda Nelson*

XI. TIME AND PLACE OF NEXT MEETING

- Wednesday, August 26, 2015 – 5:30pm – Fallerius Technical Education Center, BOT Conference Room 165-F

XII. ADJOURNMENT

North Central State College

BOARD OF TRUSTEE MEETING DATES
2015

All meetings will be held at NC State Main Campus
Fallerius Technical Building Board Room
5:30 pm (unless otherwise announced)

NCState Rep.	OSU-M Meeting Date	NCState Meeting Date	OSU-M Rep.
	"Tentative Dates"	January 14, 2015	M. Brunn
S. Stone	March 5, 2015 *Revised Date!*	February 25, 2015	D. DeVille
		March 25, 2015 Begin NEW Time at 5:30pm	T. Purtiman
P. Mowry	June 11, 2015 *Revised Date!*	April 22, 2015	J. Cruse
		May 27, 2015	C. Irvin
		June 24, 2015	C. Ticoras
	Sept. 17, 2015	August 26, 2015	D. Daniels
		Sept. 23, 2015	P. Heydinger
	Nov. 19, 2015	October 28, 2015	P. Siegenthaler
		December 2, 2015	D. Daniels

OSU-M 2015 Meeting Information:
Meetings are 4:30 p.m. – 6:00 p.m. in Eisenhower Room 113 (Board Room)

North Central State College

ENDS Policy Statements

1.0 Global Ends Policy - North Central State College exists for the citizens of its service region to attain the knowledge and skills to succeed in their chosen path for learning, work, or enrichment, sufficient for the college to justify available resources.

1.1 Equal Opportunity/Diversity - The proportion of students from economically or educationally disadvantaged backgrounds is at least equivalent to the proportion in the local communities.

1.2 Job Readiness - Students prepared for employment success will have the knowledge of occupational choices, skills, work habits, and job leads necessary for economic self-sufficiency.

1.3 High Demand/Emerging Technologies - Students are capable of successfully performing in a variety of roles in business and industry including high demand and emerging technology industries.

1.4 Career Development - Students acquire, maintain, and enhance job skills that remain relevant in changing jobs markets.

1.41 Foundation for learning (The ability to learn)

1.42 Flexible and creative problem solving

1.43 Necessary licenses and certificates

1.44 Administrative skills

1.5 Transferability - Students prepared for advanced academic success will have the ability and the prerequisite academic experience sufficient for entry into a four-year college or university.

1.6 Enrichment - Enrichment opportunities exist to reflect community needs and values.

North Central State College Board of Trustees
(2015 - COLLEGE ACTIVITIES CALENDAR)

June 2015	**11 - OSU-M Board of Trustees Meeting (Eisenhower)** **11-12 OACC Annual Conference and Excellence Awards** **24 - Regular Board of Trustees Meeting & Planning Retreat**
July 2015	**No Regular Board meeting scheduled for July 2015** **9-10-11 Rock-n-Ribs 30th Year Anniversary Celebration**
August 2015	**10-11 ACCT Governance Leadership Institute (ACCT-GLI)** **26 - Regular Board of Trustees Meeting (Fallerius)**
September 2015	**17 - OSU-M Board of Trustees Meeting (Eisenhower)** **23 - Regular Board of Trustees Meeting (LNL – Hord Livestock, Bucyrus)**
October 2015	**14-17 ACCT Leadership Congress (San Diego, CA)** **28 - Regular Board of Trustees Meeting (Fallerius)**

Required Approvals Agenda

Consent Agenda

Minutes:

A. Approval of Minutes for May 27, 2015 "Regular Meeting"

Personnel Actions:

B. Consideration of Approval of Status Change – *R-2015-26*

C. Consideration of Approval of Employment of College Personnel – *R-2015-27*

D. Consideration of Approval of Personnel Professional Growth Recognition – *R-2015-28*

Regular Agenda

A. Treasurer's Report for May 31, 2015 – *Mr. Koffi Akakpo*

B. Consideration of Approval of 2015-2016 Budget – *R-2015-29 – Dr. Dorey Diab/Mr. Koffi Akakpo*

C. Consideration of Approval of College Personnel Employment *Contracts – R-2015-30 – Dr. Dorey Diab/Mr. Koffi Akakpo*

North Central State College
Board of Trustees' Meeting
May 27, 2015

I. CALL TO ORDER

The Chair, Mrs. Linda Nelson called the meeting to order at 5:33 p.m. in the Gorman Room (165) of the Fallerius Technical Education Center. At that time she asked all to rise and join her in reciting the pledge of allegiance followed by her reading of the Global ENDS Policy (*Mission Statement*) for North Central State College.

II. ROLL CALL

The Recorder, Mr. Stephen Williams called the roll.

Present:

Ms. Edith Humphrey
Mr. Gary McCue
Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Mrs. Janet Pry
Mr. Matthew Smith
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Mr. Koffi Akakpo, Mrs. Betty Preston, and Dr. Karen Reed representing the President's Staff; Ms. Charla Irvin representing the OSU-M Board of Trustees and; Ms. Mackayla Cox representing the Student Government Association and Phi Theta Kappa, and Mr. Mark Kreinbihl representing the College Foundation. President Diab further introduced Mr. Lenny Eaken and his wife, Cathy Eaken.

IV. FOCUS OF THE MEETING – *Mrs. Linda Nelson*

Mrs. Linda Nelson previewed the essential elements of tonight's agenda and explained that the primary foci of tonight's meeting will include: a report from our student government association and the College Foundation and other important matters to the College from the state and federal legislature presented by President Diab. The Board will hear the initial budget proposal that will come back in June for approval. The board will consider a resolutions for a revision to the Memorandum of Understanding with the College Foundation and recognition resolutions for Faculty Emeritus Status and hear

from Ms. Charla Irvin of our shared campus institution (OSU-Mansfield). The Board will also continue its training on Policy Governance. Finally, we will wrap up with discussion of some upcoming trustee activities in the months to come. We will conclude with a discussion of the upcoming Board Planning Retreat.

V. PRESIDENT'S REPORT – *Dr. Dorey Diab*

A. Student Government Association (SGA) Update – *Ms. Mackayla Cox*

President Dorey Diab introduced PTK President and SGA Vice President, Ms. Mackayla Cox to report on the activities of the SGA and PTK. The report was as follows:

Phi Theta Kappa had fourteen members volunteer to assist with Leader Richland. Ms. Cox reported that the chapter is currently voting on their Honors topic and will be starting to line up those activities for the coming year.

SGA has been working with Student Life Coordinator, Ms. Elise Riggle, in putting together a grant request for the development of an Honor Council that will include a Leadership Academy starting in the fall. This venture will be a joint campus venture for students of both OSU-Mansfield and NC State.

Dr. Dorey Diab added that the Leader Richland activities brought roughly 1,200 seventh and eighth grade boys from surrounding high schools to the campus for discussions of civic leadership development thanks to the ongoing efforts of Commissioner Marilyn John. He pointed out that students were asked how many were planning to leave the area after graduation. Surprisingly, two thirds to three quarters indicated there intention of going away after graduation. He further commented that leadership development and student success are part of a current major national initiative to foster tomorrow's leaders and to help re-kindle the importance of civic leadership to the country for the future.

B. North Central State College Foundation Development and Update – *Mr. Mark Kreinbihl*

Dr. Dorey Diab introduced Mr. Mark Kreinbihl to provide the Foundation Report. Highlights of the Foundation Report included:
1. Provided a summary of the College Foundation Memorandum of Understanding and Amendment before the Board for approval and previous discussion and approval by the Foundation Board.
2. Distributed and discussed Foundation Report of grant funding year-in-review and comparisons to similar sized institutions in the OACC.
3. Recapped the success of the Entrepreneur Hall of Fame pointing out that it had a record attendance of over 300 establishing it as a high profile community event.

4. Information on the 30th Anniversary of Rock-n-Ribs highlighting their tourism award from the Mansfield and Richland County Bureau of Tourism and recognition from the State legislature with a proclamation of achievement.
5. Formulation of an adhoc committee to begin work on the replacement event for Rock-n-Ribs for 2016 and beyond.
6. Provided an update of the Crawford Success Center construction and funding progress. There is an Open House event scheduled for June 4th and all are invited (invitations were distributed).
7. Provided a recap of the Comprehensive Campaign and announced the one to one match offered by the Russell and Mary Gimbel Foundation. He also provided a recap of the Dewalt meeting held on May 16th.
8. Provided an update on the Emerald Club Campaign that had a goal of $150K at is currently at $190K.
9. Reported that the Alumni Newsletter will be out soon. Folks should look for it.
10. The Executive Director search for the College Foundation is underway. They are looking forward to reporting the results very soon.

C. State/Federal Government Relations Update & Discussion

President Dorey Diab recapped some of the key discussions taking place at the state and federal levels regarding higher education and higher education funding. Key issues in higher education include:
1. Maintaining Community College Plus (CCP)
2. Various Funding Decisions (House-Senate-Governor)
3. Tuition Increase Allowances
4. Transferrable Associate Degree
5. Ohio College Opportunity Grant (OCOG) for summer classes
6. Community college Bachelor's Degrees with approval of local universities

D. Fiscal Year 2016 Budget Proposal Presentation

President Dorey Diab was joined by Mr. Koffi Akakpo in conducting the initial presentation of the proposed fiscal year 2015-2016 budget to the Board of Trustees. Mr. Koffi Akakpo discussed the Budget Goals and Assumptions as well as the Projected Revenues and Expenditures balancing out at $19,090,000. He further explained that the state budget process leaves much speculation in those vital areas. Still, they have put together the best projection possible from the information they currently know or have confidence in. Therefore, while there may be some adjustments between this proposal and the final proposal once more is known from the State, the difference between the two is not expected to vary by much.

E. College Annual Strategic Planning Activities

President Dorey Diab recapped the activities of the College Strategic Planning retreat occurring over a 2-day span and culminating in a two-hour wrap-up session on the third day. Results of the College Strategic Planning Retreat will be presented to the Board as part of their own Board Planning Retreat activities.

F. Other Items of Interest

President Dorey Diab explained some other items of interest.

1. Using Local agencies for distribution of the College Reserve Fund. He explained that he had received confirmation on the utilization of local agencies for holding these funds and plans are to continue moving forward with gathering information on this effort.

2. Dr. Dorey Diab provided some additional discussion on the search for the new Foundation Director in regards to reporting structure and responsibilities.

3. Dr. Dorey Diab discussed the issue of fair distribution of Shared Services cost and explained that he will be part of a discussion taking place with representatives of both the OSU-Mansfield campus and the main campus in Columbus as well.

4. Dr. Dorey Diab called for feedback from those Trustees in attendance at the 2015 Graduation Ceremony. Following some general discussion the consensus was that while each individual address seemed of appropriate content and duration, the compilation of all addresses combined made for a lengthy ceremony. Still, students appreciated the extra time on stage to enjoy the occasion.

VI. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

The Chair presented the Consent Agenda and called for any items that should be removed from the consent agenda for further discussion. On a motion by Mr. Matthew Smith and seconded by Ms. Pamela Mowry and passing unanimously, the following items were approved:

A. Approval of Minutes for April 22, 2015

B. Consideration of Approval of Status Changes – *R-2015-20*

CONSIDERATION OF APPROVAL OF
STATUS CHANGES

R-2015-20

STATUS CHANGE

BE IT RESOLVED: *by the Board of Trustees that the following staff members hereby receive the following status changes:*

Effective May 18, 2015
Troy Shutler, Director of Student Success and Transition Services
REASON: Troy was previously Coordinator of Career Development

Effective June 20, 2015
Lynn Jones, Business Faculty
REASON: Returning to faculty from Assistant Dean, Business, Industry, and Technology

C. Consideration of Approval of Employment of College Personnel – *R-2015-21*

CONSIDERATION OF APPROVAL OF
EMPLOYMENT OF COLLEGE PERSONNEL

R-2015-21

NEW HIRES

BE IT RESOLVED: *by the Board of Trustees that the following staff members are hereby employed at the salary and dates stipulated below:*

BEGINNING MAY 10, 2015
Joyce Karbula, Coordinator of Corporate and Non-Corporate Programs
Bachelor of Science
SALARY: $37,199.70

BEGINNING MAY 11, 2015
William Scott, Facilities Utility Worker
SALARY: $9.82

BEGINNING MAY 11, 2015
Jordan Hershner, Facilities Utility Worker
SALARY: $9.82

BEGINNING AUGUST 20, 2015
Christine Lynch, Human Services Faculty
Masters of Social Work
SALARY: $37,912

BEGINNING AUGUST 20, 2015
Ryan Miller, Accounting/ Entrepreneur Faculty

Masters of Business Administration
SALARY: $38,641

BEGINNING AUGUST 20, 2015
Michael Beebe, Integrated Engineering Faculty
Bachelor of Science in Engineering Technology
SALARY: $38,324

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2015-21

Joyce Karbula's position at the Math Plato Lab was eliminated. She applied and was hired as Coordinator of Corporate and Non-Corporate Programs.

William Scott and Jordan Hershner replace Aleah Nocar, and reallocation of work hours.

Christine Lynch will replace one of two retiring faculty members.

Ryan Miller hired to replace retired accounting faculty.

Michael Beebe will replace retiring engineering faculty member.

REGULAR AGENDA

A. Consideration of Approval of Memorandum of Understanding between North Central State College Foundation and the North Central State College Board of Trustees *– R-2015-22 – Dr. Dorey Diab/Mr. Mark Kreinbihl*

CONSIDERATION OF APPROVAL OF NORTH CENTRAL STATE COLLEGE – NORTH CENTRAL STATE COLLEGE FOUNDATION MEMORANDUM OF UNDERSTANDING (MOU)

R-2015-22

WHEREAS: *The North Central State College Foundation is an independent, separately incorporated 501(c)3, non-profit corporation created to raise, manage, distribute, and steward resources to support certain initiatives of North Central State College, and,*

WHEREAS: *The College Foundation is dedicated to the building of an endowment fund to address, through financial support, the long-term academic and other priorities of the College, and,*

WHEREAS: *A Memorandum of Understanding between the College and the College Foundation has not existed since the College Foundation was founded 23 years ago, but is standard practice among other Colleges and their affiliates and is deemed essential and prudent*

by North Central State College and College Foundation administrators to define the relationship of and between the two entities, and,

WHEREAS: *A Memorandum of Understanding has been developed by the College Foundation for consideration by both entities, and has been reviewed, accepted, and approved by the College Foundation's Executive Committee.*

NOW, THEREFORE, BE IT RESOLVED: *By the North Central State College Board of Trustees that the North Central State College-North Central State College Foundation Memorandum of Understanding is approved, as presented, effective May 27, 2015.*

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending March 31, 2015. Mr. Gary McCue seconded the motion and the motion carried unanimously.

B. Treasurer's Report for April 30, 2015 – *Mr. Koffi Akakpo*

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending April 30, 2015. He stated that revenues for the month totaled $685,522. Expenditures were $1,875,122 leaving a deficit of $1,189,599. Year-to-date revenues totaled $17,388,297. Year-to-date expenditures totaled $14,595,697 leaving an excess of $2,792,600. The Star Ohio month-end balance for April 2015 is $1,017,833. Mr. Akakpo had no further special notes for this report.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending March 31, 2015. Mr. Steven Stone seconded the motion and the motion carried unanimously.

C. Consideration of Approval of Designation of Emeritus Status for Denise L. Hendershott – R- 2015-23 – *Dr. Dorey Diab/Dr. Karen Reed*

CONSIDERATION OF APPROVAL OF DESIGNATION OF EMERITUS STATUS FOR DENISE L. HENDERSHOTT

R-2015-23

WHEREAS: *in accordance with Board Resolution R-1998-20, and the NCState – NCFA-AAUP Collective Bargaining Agreement dated August 27, 2014, qualified retiring faculty members may be recommended for the designation of Emeritus status, and*

WHEREAS: *Ms. Denise L. Hendershott, who after 29 years retired as an Associate Professor of Human Services, has met all qualifications, and*

WHEREAS: *Ms. Denise Hendershott has requested consideration for Emeritus status, has been approved by the regular bargaining unit faculty of her division and recommended by her Dean and this recommendation is endorsed by the Vice President, Academic Services and the President's Staff.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees, that Ms. Denise L. Hendershott is granted Emeritus status.*

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2015-23 Consideration of Approval of Designation of Emeritus Status for Denise L. Hendershott. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

D. Consideration of Approval of Designation of Emeritus Status for Teresa A. Van Dorn– *R- 2015-24 – Dr. Dorey Diab/Dr. Karen Reed*

CONSIDERATION OF APPROVAL OF DESIGNATION OF EMERITUS STATUS FOR TERESA A. VAN DORN

R-2015-24

WHEREAS: *in accordance with Board Resolution R-1998-20, and the NCState – NCFA-AAUP Collective Bargaining Agreement dated August 27, 2014, qualified retiring faculty members may be recommended for the designation of Emeritus status, and*

WHEREAS: *Ms. Teresa A. Van Dorn, who after 30 years retired as an Associate Professor of Human Services, has met all qualifications, and*

WHEREAS: *Ms. Teresa Van Dorn has requested consideration for Emeritus status, has been approved by the regular bargaining unit faculty of her division and recommended by her Dean and this recommendation is endorsed by the Vice President, Academic Services and the President's Staff.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees, that Ms. Teresa A Van Dorn is granted Emeritus status.*

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of resolution R-2015-24 Consideration of Approval of Designation of Emeritus Status for Teresa A. Van Dorn. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

E. Consideration of Approval of Designation of Emeritus Status for Mr. Leonard L. Eaken, Jr. *– R-2015-25 – Dr. Dorey Diab/Dr. Karen Reed*

CONSIDERATION OF APPROVAL OF DESIGNATION OF EMERITUS STATUS FOR LEONARD L. EAKEN, JR.

R-2015-25

WHEREAS: *in accordance with Board Resolution R-1998-20, and the NCState – NCFA-AAUP Collective Bargaining Agreement dated August 27, 2014, qualified retiring faculty members may be recommended for the designation of Emeritus status, and*

WHEREAS: *Mr. Leonard L. Eaken, who after 28 years retired as an Associate Professor of Computer Information Systems, has met all qualifications, and*

WHEREAS: *Mr. Leonard Eaken has requested consideration for Emeritus status, has been approved by the regular bargaining unit faculty of his division and recommended by his Dean and this recommendation is endorsed by the Vice President, Academic Services and the President's Staff.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees, that Mr. Leonard L. Eaken, Jr. is granted Emeritus status.*

ACTION TAKEN: Mr. Steven Stone moved for approval of resolution R-2015-25 Consideration of Approval of Designation of Emeritus Status for Mr. Leonard L. Eaken, Jr. Mrs. Pamela Mowry seconded the motion and the motion carried unanimously.

Mr. Steven Stone conveyed to Mr. Eaken a personal message of thanks for his and his wife Cathy's participation in the Veteran's Committee as part of the Welcome Johnny and Jane Home Project and for taking an active role in the project's service to Veterans.

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Mrs. Linda Nelson welcomed Ms. Charla Irvin, Trustee of the OSU-Mansfield Board of Trustees and asked her for any insights or updates she'd like to share. Ms. Charla Irvin thanked the board for this opportunity. She reported that the current topics of discussion include: 1. There is ongoing discussion and excitement regarding the Campus District project and the various challenges and opportunities that this venture brings; 2. Changes in the Board as John Shuler fills a role with the Alumni Council and Christ Ticoras becomes the Board Chair; 3. Ms. Renee Thompson in conjunction with OAA, CACY and the Chamber present a session on Elder Engagement on June 11th.

VIII. POLICY GOVERNANCE

A. Discussion of Agenda Planning (IAW 02.72) – *Mrs. Linda Nelson*

Mrs. Linda Nelson recapped the inclusion of a number of items to their regular agenda to help improve the owner linkage responsibility. These features will be Community Connections, Owner Linkage, and Link and Learn. Community Connections will be an opportunity for trustees to report on those community activities they have taken part in or

participated in to gain a better perspective on the "owner's voice" and can share those experiences with the rest of the Board. Owner Linkage is an opportunity to invite any owner or owner representative individual or group to attend a regular or special board meeting for the purpose of providing some discussion to enrich the board's understanding of the "Owner's Voice" or other service considerations for the College (Board) to consider when planning for the future direction of the institution. Link and Learn is once again the opportunity for the board to visit an Owner organization or community partner to help enrich the board's understanding of its relationship to the organization and how the service of the College can impact those sectors of the Ownership.

1. Community Connections

Mrs. Linda Nelson called for Community Connections activities that trustees would like to share. Ms. Elisabeth Morando shared a discussion she had with some of our graduates who expressed their appreciation for the extra time on stage (the extra attention). Mr. Matthew Smith shared information on a Webinar regarding the Million Women Mentors. Dr. Dwight McElfresh added the opportunities he had to talk with folks at graduation events for surrounding high school graduations where he was asked for more information about NC State. Mr. Steven Stone explained that the Chair of Mental Health was among the graduates this year and she will be a good advocate for the College for the future. Ms. Edith Humphrey shared a discussion she had with one of our CollegeNOW graduates that is planning to continue their education with Franklin University. Ms. Linda Nelson explained that she was delighted to learn that one of her subordinates participated in this year's graduation ceremony so the event carried a special meaning for them.

2. Owner Linkage

Mrs. Linda Nelson asked the Trustees to consider representatives of constituent groups to invite to a future meeting to help the Board connect with the College Ownership.

3. Link and Learn

Mrs. Linda Nelson reminded the Board of the upcoming activity with the Hord Livestock Company at the September 2015 meeting on September 23rd. She indicated that more information would be forthcoming as the date approaches.

B. Board Policy Governance Training (IAW 02.70) – *Mrs. Linda Nelson*

1. Policy Governance Rehearsal Scenarios –the board is continuing to include board training as a regular part of their Policy Governance Agenda. The next step in PolGov training will include a guided discussion/rehearsal of potential scenarios that trustees might expect to encounter in order to further enrich the board's understanding of the principles of the Carver Policy Governance Model and to take their confidence in application to the next level. Mrs. Linda Nelson announced that Trustee, Gary McCue will be leading the rehearsal exercise for scenario 6.1 that asks "How Much Should

Board Members Contribute?" *In the scenario, While policy requires board members to make a token contribution, some board members feel that a more significant financial contribution is an inherent part of non-profit board participation. Other board members disagree and feel that such a requirement would disqualify persons who would otherwise be effective board members. The issue remains a source of conflict. What should the board do?*

2. Policy Governance Policy Review – training also includes a continuing review, refresher, and reassessment of current Policy Governance policies. The guided discussion and review of policy governance policies 2.6, 2.7, 2.8, & 2.9 will be led by Mr. Matthew Smith.

IX. BOARD CHAIRPERSON REPORT- *Mrs. Linda Nelson*

A. OACC 2015 Annual Conference and Excellence Awards (June 11-12, Cuyahoga Community College)

Mrs. Linda Nelson reported that Trustee, Matthew Smith was planning to join President Diab in attending the OACC Annual Conference.

B. BOT June Regular Meeting & Strategic Planning Retreat (June 24th)

Mrs. Linda Nelson reminded the Board that the June regular meeting would begin at 4:00pm and conclude at 5:00pm so that the Strategic Planning Retreat could begin immediately following a short break at the 5:00pm hour. President Dorey Diab provided a preview of the Strategic Planning Retreat Agenda and called for further discussion from the Board on retreat objectives and outcomes. Mr. Steven Stone expressed a desire for additional Owners input.

C. 2015 ACCT Governance Leadership Institute (August 2-5, Washington, DC)

Mrs. Linda Nelson announced the ACCT GLI and asked that any trustees interested in attending this training activity to let her or the Board Recorder, Mr. Stephen Williams know.

D. 2015 ACCT Leadership Congress (October 14-17, San Diego, CA)

Mrs. Linda Nelson called for discussion of the event and a show of those planning to attend the ACCT Leadership Congress in October. Mr. Stephen Williams reported that he would be sending out an event registration worksheet for Trustees to communicate their registration preferences. Trustees were asked to look for this correspondence and please return completed forms as soon as possible. Once returned, these worksheets will be used to complete group registration for the event.

X. MEETING EVALUATION – *Mrs. Linda Nelson*

Mrs. Linda Nelson called for discussion of today's meeting. Trustees liked the full attendance. They pointed out that the Policy Governance training offered a very good opportunity for some good discussion. The Board appreciated the clarification on the Board Retreat structure, objectives, outcomes and the opportunity to discuss what they would like to see from the retreat.

XI. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, June 24, 2015 at 4:00 p.m. in the Gorman Room (165) of the Fallerius Technical Education Building.

XII. ADJOURNMENT

The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board's consideration, a motion was made by Mr. Steven Stone to adjourn the meeting at 7:25 p.m. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

Respectfully submitted:

_____ _____

Mr. Stephen R. Williams, Board Recorder Mrs. Linda Nelson, Chair

CONSIDERATION OF APPROVAL OF
STATUS CHANGES

R-2015-26

<u>STATUS CHANGE</u>

BE IT RESOLVED: *by the Board of Trustees that the following staff member is hereby awarded the following status change:*

BEGINNING June 22, 2015
Dan Wagner, Faculty TAAACCT
NEW TITLE: Assistant Dean, Business, Information, & Technology

Explanation of Status Change: Hired for Assistant Dean, BIT to fill the position vacated by Mr. Lynn Jones to fill a faculty position.

CONSIDERATION OF APPROVAL OF
EMPLOYMENT OF COLLEGE PERSONNEL

R-2015-27

<u>NEW HIRES</u>

BE IT RESOLVED: *by the Board of Trustees that the following staff members are hereby employed at the salary and dates stipulated below:*

BEGINNING June 1, 2015
Haley Petrie, Part-time Teacher Assistant
Associate of Applied Science, Early Childhood Education
SALARY: $9.63/hr.

BEGINNING June 29, 2015
Scott Heimann, Executive Director of North Central State College Foundation
Master of Education
SALARY: $62,500.00

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2015-27

Haley Petrie was hired to replace Nicole Burkhart.
Scott Heimann was hired to replace Carol Carbary.

CONSIDERATION OF APPROVAL OF
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION

R-2015-28

WHEREAS: *Kelly Gray has supplied documentation that she has completed a Doctor of Nursing degree.*

THEREFORE, BE IT RESOLVED: *by the Board of Trustees that $4,413 be added to base salary of $74,786.25 to $79,199.25 effective May 25, 2015 in recognition of completion of a Doctor of Nursing degree in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."*

WHEREAS: *Brian Baldridge has supplied documentation that he has completed a Bachelor of Science degree.*

THEREFORE, BE IT RESOLVED: *by the Board of Trustees that $1,567 be added to base salary of $46,256.50 to $47,823.50 effective May 25, 2015 in recognition of completion of a Bachelor degree in Engineering Technology accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."*

The Treasurer's Report

with Dashboard Analysis

for the Period Ending

May 31, 2015

North Central State College
Analysis of Current Revenue and Expenditures
Period Ending May 31, 2015

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Current YTD	Budget Release	Variance Favorable / (Unfavorable)	Beginning Budget	Prior YTD	Current vs. Prior
Revenues:																	
State Share of Instruction	$625,630	$625,630	$625,630	$625,630	$625,630	$625,630	$599,869	$599,869	$599,869	$599,869	$599,869	$6,753,125	6,172,172	$580,953	6,733,279	$6,243,641	$509,484
Student Tuition and Fees	5,347,454	$618,843	$4,941	($10,334)	$3,357,319	$883,163	$192,793	($67,728)	($22,682)	($761)	($20,411)	10,282,597	10,632,185	(349,588)	10,632,185	10,359,882	(77,285)
Other Revenues	76,982	$16,212	$25,661	$44,622	$46,929	$40,426	$33,159	$29,881	$43,270	$37,419	$41,594	436,155	401,007	35,148	437,462	419,810	16,345
University Center	0	$0	$0	$4,706	$1,865	$0	$0	$0	$11,609	$0	$0	18,181	4,583	13,597	5,000	8,034	10,146
Capital Debt Service	0	$12,111	$0	$61,356	$0	$0	$2,928	$0	$0	$0	$37,802	114,198	150,000	(35,802)	150,000	128,514	(14,316)
Child Development Center	40,527	29,753	27,236	32,368	28,235	34,357	18,789	25,517	33,425	43,635	32,964	346,806	485,650	(138,844)	527,880	411,877	(65,071)
Workforce & Community Development	2,818	1,399	1,420	16,059	4,703	613	2,966	41,846	3,940	2,224	77,617	155,605	303,921	(148,316)	331,550	101,266	54,339
Facilities	2,009	$15,408	$4,386	$5,000	$6,501	$2,688	$5,042	1,960	$4,935	$3,136	$5,456	56,522	67,833	(11,311)	74,000	54,509	2,013
Fund Balance	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0
Total Revenues	**$6,095,420**	**$1,319,356**	**$689,274**	**$779,406**	**$4,071,182**	**$1,586,877**	**$855,546**	**$631,346**	**$674,367**	**$685,522**	**$774,891**	**$18,163,188**	**$18,217,351**	**($54,163)**	**$18,891,356**	**$17,727,533**	**$435,655**
Expenditures:																	
Payroll	$209,593	$678,631	$688,757	$665,332	$706,493	$790,602	$961,949	$697,883	$695,341	$706,452	$739,626	$7,540,659	7,602,979	$62,321	$8,382,592	$7,957,325	$416,666
Fringes	66,062	$380,570	$239,053	$205,567	$243,481	$262,564	$351,730	$241,937	$241,644	$306,458	$254,207	$2,793,273	3,077,084	$283,811	3,478,443	2,692,017	(101,256)
Printing	1,556	$664	$1,494	$1,616	$541	$4,419	$7,481	$196	$4,233	$8,139	$16,952	$47,291	59,260	$11,969	64,647	31,255	(16,036)
Advertising	535	$9,929	$12,760	$6,989	$13,985	$13,131	$12,050	$11,317	$10,728	$12,123	$9,044	$112,590	119,785	$7,195	130,675	97,839	(14,751)
Postage	12,853	$15,085	$507	$0	$685	$0	$17,583	$220	$10,205	$1,500	$10,000	$68,638	77,917	$9,279	85,000	50,336	(18,302)
Shared Campus Expense	600	$600	$11,600	$1,175	$600	$600	$965	$600	$575,184	$192,453	$600	$784,977	958,333	$173,356	1,150,000	1,000,657	215,680
Professional Development	10,435	$4,300	$7,824	$5,452	$9,379	$12,152	$16,487	$5,065	$12,707	$3,838	$6,149	$93,790	193,738	$99,947	211,350	89,915	(3,875)
Grants and Scholarships	16,329	$12,309	$58,802	$3,501	$1,190	$3,437	$3,142	$47,824	$301,739	$353,861	$1,442	$803,577	275,000	($528,577)	300,000	374,612	(428,965)
Equipment Lease and Rental	2,339	$1,308	$13,417	$717	$5,695	$13,561	$4,890	$5,400	$2,003	$4,994	$5,879	$60,202	88,963	$28,760	97,050	60,559	357
New Equipment	0	$10,088	$39,563	$34,768	$45,356	$9,460	$7,851	$4,508	$16,856	$76,561	$4,078	$249,088	328,631	$79,544	358,507	178,883	(70,205)
Professional Fees	9,680	$5,694	$8,904	$7,304	$8,331	$16,193	$32,866	$15,357	$4,393	$8,310	$16,627	$133,659	249,899	$116,240	272,617	136,908	3,250
All Other Expenses	468,269	67,152	273,429	99,975	53,241	118,190	245,947	65,055	68,782	67,801	134,257	$1,662,100	2,131,357	$469,258	2,238,017	1,511,498	(150,602)
Child Development Center	6,747	53,972	29,944	30,805	30,548	29,326	42,095	27,595	27,307	27,476	27,394	$333,209	403,484	$70,275	454,935	419,397	86,188
Corporate	2,459	21,130	11,923	12,000	12,113	108	17,308	29,812	8,724	8,669	19,205	$143,451	271,879	$128,428	302,921	149,768	6,317
Facilities	59,717	128,690	94,215	92,054	95,501	95,028	140,570	107,588	104,801	96,486	96,007	$1,110,659	1,118,034	$7,375	1,245,484	1,064,251	(46,408)
Total Expenditures	**$867,175**	**$1,390,124**	**$1,492,193**	**$1,167,254**	**$1,227,141**	**$1,368,772**	**$1,862,915**	**$1,260,357**	**$2,084,645**	**$1,875,122**	**$1,341,466**	**$15,937,162**	**$16,956,344**	**$1,019,181**	**$18,772,238**	**$15,815,221**	**($121,941)**
Excess (Deficit)	**$5,228,245**	**($70,768)**	**($802,919)**	**($387,848)**	**$2,844,041**	**$218,105**	**($1,007,369)**	**($629,011)**	**($1,410,277)**	**($1,189,599)**	**($566,574)**	**$2,226,026**	**$1,261,008**	**$965,018**	**$119,118**	**$1,912,312**	**$313,714**

StarOhio Month-End Balance - $1,017,880 / Yield - 0.06% This Month

I Star Ohio account was replenished in October 2014
II Payroll reflect one pay period in July and three pay periods in August and January
III Payroll in December reflects to stipends paid to all employees.
IV Benefits reflect the SERS Surcharge payment made.
V Grants and Scholarships reflect those amounts awarded for Summer Semester 2014, Fall Semester 2014 and Spring Semster 2015.
VI All Other Expenses reflect payments made in July for the Ellucian System.
VII All Other Expenses reflects a billing that was processed to Ohio State Univeristy for their portion of the road repair completed. Payment to the vendor is being made in January 2015.
VIII New Equipment reflect payments made in August for the replacement fleet car and IT purchases.
IX Corporate expenses for December reflects reclassifications of expenses for the LGIF grant.
X Shared Campus Expense reflects four of the six total payments to be made to OSU.
XI Grants and Scholarships reflect in the months of March and April the Dual Enrollment Scholarships.

North Central State College
All Other Expenses
Period Ending May 31, 2015

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Current YTD	Budget Release	Variance Favorable / (Unfavorable)	Beginning Budget
Office Supplies	0.00	648.77	876.93	1,166.43	448.02	1,371.28	323.38	388.88	544.68	1,078.25	753.07	7,599.69	30,836.67	23,236.98	33,640.00
Instructional Supplies - Lecture	2,572.52	1,481.13	323.15	613.35	157.95	8,024.13	209.26	960.13	2,453.26	1,476.32	2,450.48	20,721.68	46,165.17	25,443.49	50,362.00
Paper Supplies	1,260.00	1,260.00	2,232.50	2,383.03	2,520.00	1,575.00	1,260.00	2,066.92	1,260.00	1,260.00	1,260.00	18,337.45	41,250.00	22,912.55	45,000.00
Data Processing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Supplies	14,000.00	0.00	480.00	61.00	35.15	999.00	1,509.18	318.75	(656.11)	0.00	838.40	17,585.37	36,735.42	19,150.05	40,075.00
Instructional Supplies - Lab	7,978.84	16,587.38	55,470.24	13,358.41	23,085.78	26,114.20	43,921.60	14,941.43	23,277.03	16,515.74	40,934.21	282,184.86	370,539.58	88,354.72	404,225.00
Travel	302.46	152.10	1,438.46	4,854.65	1,010.45	(537.84)	3,352.04	(1,121.04)	1,157.23	2,387.81	1,117.55	14,113.87	51,160.08	37,046.21	55,811.00
Non-Inventory Books	0.00	0.00	0.00	0.00	0.00	1,900.00	2,700.00	0.00	0.00	0.00	0.00	4,600.00	13,750.00	9,150.00	15,000.00
Equipment Maintenance	904.00	711.66	967.08	1,822.95	0.00	470.00	0.00	1,775.25	0.00	0.00	0.00	6,650.94	15,427.50	8,776.56	16,830.00
Software Upgrade/Maintenance	254,915.90	32,232.40	60,342.42	26,334.86	30,364.20	26,132.50	24,281.20	29,025.31	27,170.50	29,089.39	25,613.00	565,501.68	684,380.58	118,878.90	746,597.00
Building Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00	5,500.00	6,000.00
Vehicle Maintenance	0.00	101.46	117.46	885.48	206.16	685.98	82.54	459.76	91.85	79.73	102.33	2,812.75	7,791.67	4,978.92	8,500.00
Telephone	0.00	2,031.30	3,504.40	1,777.44	549.68	1,729.87	3,819.34	1,791.08	234.66	5,958.49	1,939.87	23,336.13	86,166.67	62,830.54	94,000.00
Cell Phones	756.46	667.87	826.78	699.81	793.16	760.76	614.10	750.33	713.05	713.63	830.28	8,126.23	13,750.00	5,623.77	15,000.00
Pagers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	229.17	229.17	250.00
Utilities	0.00	155.00	2.16	109.42	66.30	134.39	147.43	33.81	0.00	0.00	0.00	648.51	0.00	(648.51)	0.00
Internet Connection	11,212.00	1,374.64	10,540.77	12,629.17	2,480.68	6,324.19	10,273.42	5,558.42	2,193.42	5,948.02	5,558.42	74,093.15	50,196.67	(23,896.48)	54,760.00
License Fees	0.00	0.00	0.00	0.00	0.00	0.00	665.27	0.00	0.00	0.00	0.00	665.27	2,676.67	2,011.40	2,920.00
Bank Fees - General	0.00	57.00	0.00	0.00	0.00	0.00	34.00	(40.00)	17.25	0.00	0.00	68.25	0.00	(68.25)	0.00
Bank Fees - Credit	0.00	1,332.74	0.00	0.00	0.00	0.00	14,557.48	0.00	0.00	0.00	15,332.57	31,222.79	29,333.33	(1,889.46)	32,000.00
Insurance	63,229.00	(252.00)	0.00	9,125.00	0.00	34,363.00	0.00	0.00	0.00	0.00	0.00	106,465.00	102,868.33	(3,596.67)	112,220.00
Shipping/Freight	26.54	0.00	0.00	0.00	0.00	51.71	263.23	189.82	187.68	169.07	112.60	1,000.65	3,666.67	2,666.02	4,000.00
Sponsored/Donated	25.00	0.00	0.00	1,743.00	0.00	0.00	0.00	249.00	940.10	0.00	350.00	3,307.10	1,970.83	(1,336.27)	2,150.00
Commencement	0.00	206.18	86.33	166.51	0.00	0.00	0.00	0.00	3,053.09	406.00	6,043.75	9,961.86	22,000.00	12,038.14	24,000.00
Catering	0.00	101.08	812.38	963.19	566.61	484.73	46.50	203.46	2,735.97	276.94	398.07	6,588.93	8,796.33	2,207.40	9,596.00
Subscriptions	49,540.00	1,908.50	6,693.75	597.00	0.00	150.00	0.00	4,437.00	210.25	40.00	250.00	63,826.50	66,878.63	3,052.13	72,958.50
Dues	48,485.50	4,612.00	1,763.00	2,162.00	884.00	3,704.38	344.00	500.00	2,168.00	2,142.00	425.00	67,189.88	67,557.88	367.99	73,699.50
Program Development	0.00	0.00	0.00	0.00	(31,000.00)	0.00	46,500.00	0.00	0.00	0.00	12,750.00	28,250.00	80,666.67	52,416.67	88,000.00
Recruitment	0.00	1,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	140.56	0.00	0.00	4,140.56	4,583.33	442.77	5,000.00
Other Expense	12,665.53	863.18	3,360.43	18,544.06	16,715.94	3,417.73	16,353.19	17,419.52	2,874.02	742.00	18,414.17	111,369.77	147,971.08	36,601.31	161,423.00
Bad Debt Expense	586.64	223.80	123,877.37	(89.04)	1,520.95	443.60	74,779.12	962.22	(16.04)	371.49	0.99	202,661.10	137,591.67	(65,069.43)	150,100.00
Collection Costs	(191.26)	(304.07)	(286.29)	67.28	(164.26)	(108.37)	(256.22)	(314.58)	(1,968.21)	(853.42)	(1,218.24)	(5,597.64)	916.67	6,514.31	1,000.00
	468,269.13	67,152.12	273,429.32	99,975.00	53,240.77	118,190.24	245,780.06	80,555.47	68,782.24	67,801.46	134,256.52	1,677,432.33	2,131,357.25	453,924.92	2,325,117.00

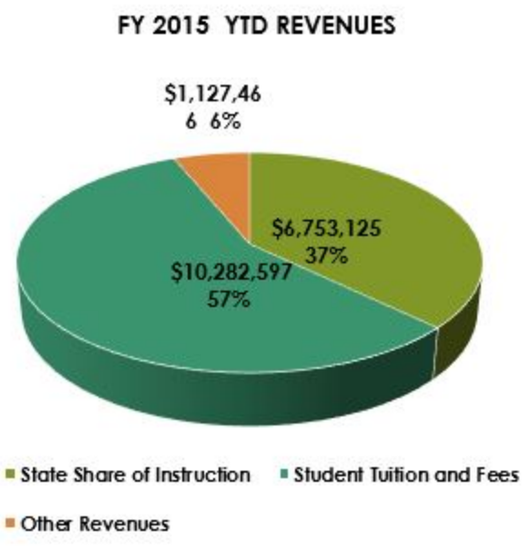
North Central State College
Period Ending May 31, 2015

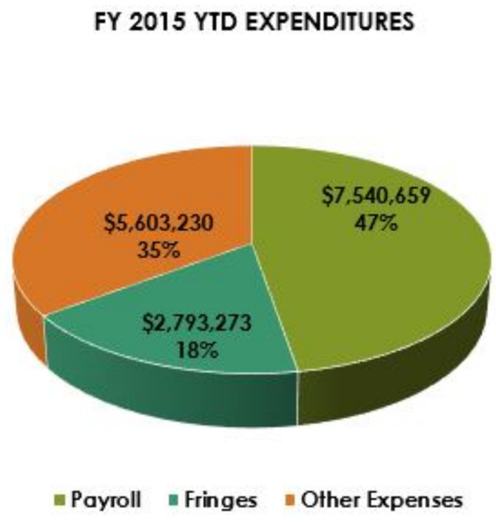
	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Current YTD	Beginning Budget	Budget Release	Variance Favorable / (Unfavorable)	Prior YTD	Current vs. Prior
Child Development Center																	
Revenues	$ 40,527	$ 29,753	$ 27,236	$ 32,368	$ 28,235	$ 34,357	$ 18,789	$ 25,517	$ 33,425	$ 43,635	$ 32,964	346,806	$ 527,880	$ 485,650	$ (138,844)	$ 411,877	$ (65,071)
Payroll	3,376	24,989	16,727	17,411	17,013	15,712	24,975	15,888	15,536	15,940	16,029	183,596	235,237	$ 208,094	24,498	234,748	51,152
Fringes	2,227	27,438	11,525	11,485	11,458	11,397	15,537	9,854	9,798	9,861	10,172	130,752	187,198	$ 165,598	34,846	164,036	33,284
Non-Payroll	1,143	1,545	1,692	1,908	2,078	2,217	1,583	1,853	1,973	1,675	1,193	18,860	32,500	$ 29,792	10,931	20,613	1,753
Total Expenses	6,747	53,972	29,944	30,805	30,548	29,326	42,095	27,595	27,307	27,476	27,394	333,209	454,935	403,484	70,275	419,397	86,188
Excess (Deficit)	$ 33,780	$ (24,219)	$ (2,708)	$ 1,563	$ (2,313)	$ 5,031	$ (23,306)	$ (2,078)	$ 6,118	$ 16,159	$ 5,570	$ 13,596	$ 72,945	$ 82,165	$ (68,569)	$ (7,520)	$ 21,116
Corporate																	
Workforce & Community Development																	
Revenues	$ 2,818	$ 1,399	$ 1,420	$ 16,059	$ 4,703	$ 613	$ 2,966	$ 41,846	$ 3,940	$ 2,224	$ 77,617	155,605	$ 331,550	$ 303,921	$ (148,316)	$ 101,266	$ 54,339
Payroll	1,877	16,639	10,057	10,089	10,053	(1,828)	13,130	10,495	6,561	6,804	15,183	99,061	144,907	$ 128,187	29,126	109,008	9,947
Fringes	319	3,986	1,664	1,588	1,600	(264)	2,104	1,668	1,060	1,107	3,860	18,691	36,014	$ 31,859	13,168	25,280	6,589
Non-Payroll	263	505	202	323	460	2,200	2,074	17,649	1,103	758	162	25,699	122,000	$ 111,833	86,135	15,479	(10,220)
	2,459	21,130	11,923	12,000	12,113	108	17,308	29,812	8,724	8,669	19,205	143,451	302,921	271,879	128,428	149,767	6,316
Excess (Deficit)	359	(19,731)	(10,503)	4,059	(7,410)	505	(14,342)	12,034	(4,784)	(6,445)	58,412	12,154	28,629	32,042	(19,888)	(48,501)	60,655

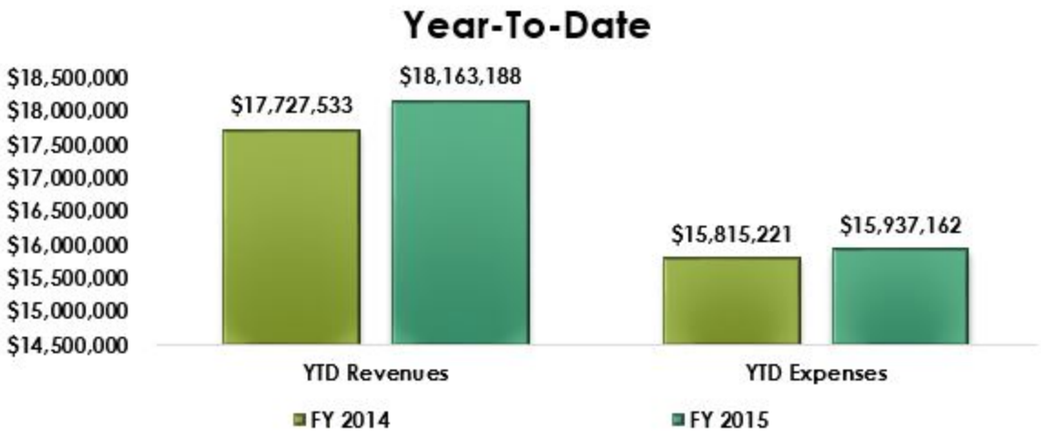
Financial Update

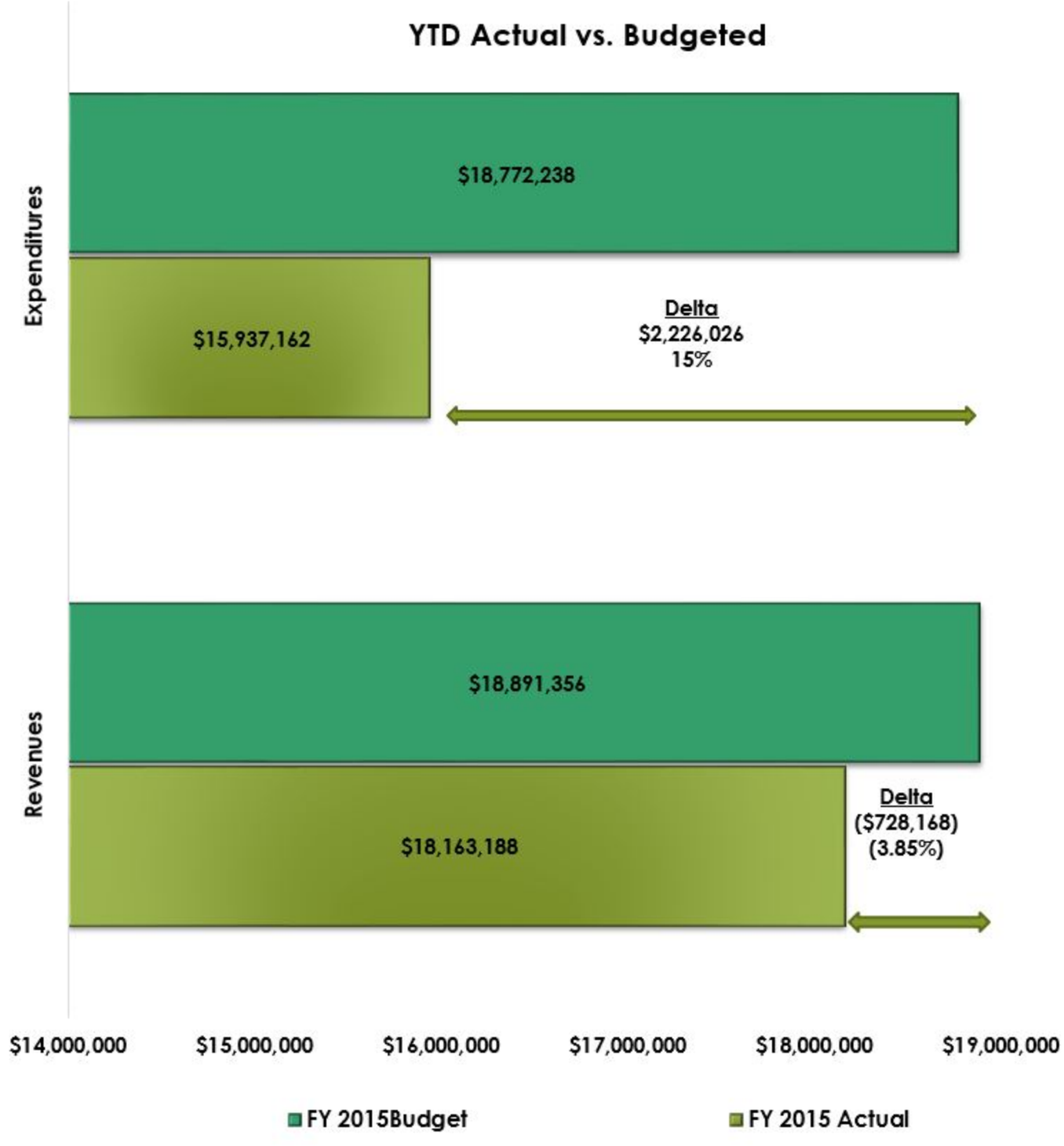
Revenues - Expenditures Summary

	Approved Budget	May	YTD	% of Total
REVENUES	$18,891,356	$774,891	$18,163,188	96%
EXPENDITURES	$18,891,356	$1,341,466	$15,937,162	84%
TOTAL MARGIN		($566,574)	$2,226,026	









North Central State College

Fiscal Year 2015

YTD Thru May 2015 Financial Update

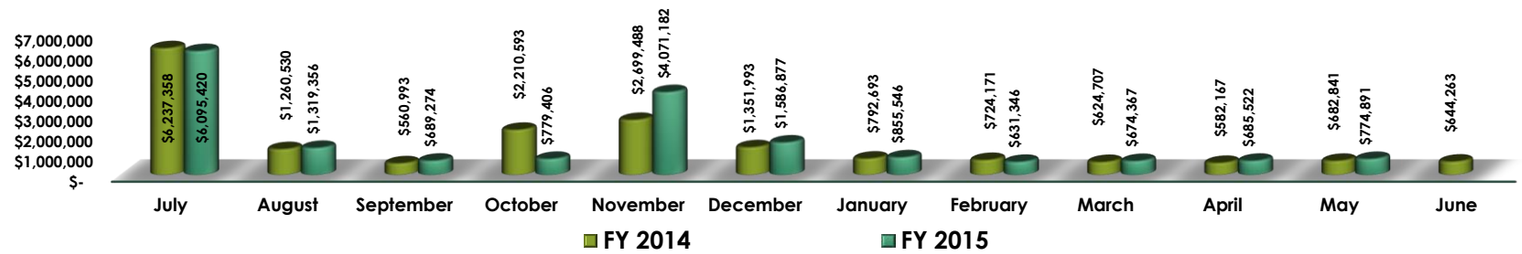
Revenues

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2014	$ 6,237,358	$ 1,260,530	$ 560,993	$ 2,210,593	$ 2,699,488	$ 1,351,993	$ 792,693	$ 724,171	$ 624,707	$ 582,167	$ 682,841	$ 644,263
FY 2015	$ 6,095,420	$ 1,319,356	$ 689,274	$ 779,406	$ 4,071,182	$ 1,586,877	$ 855,546	$ 631,346	$ 674,367	$ 685,522	$ 774,891	
% Variation	-2%	5%	23%	-65%	51%	17%	8%	-13%	8%	18%	13%	

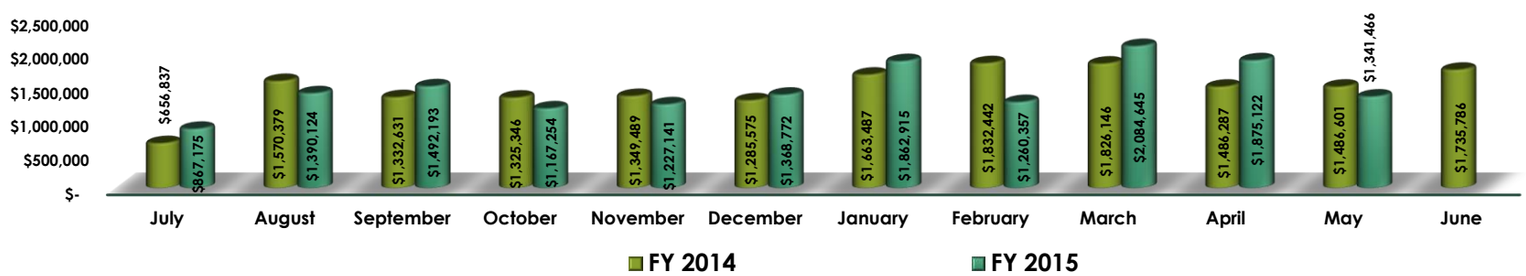
Expenditures

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2014	$ 656,837	$ 1,570,379	$ 1,332,631	$ 1,325,346	$ 1,349,489	$ 1,285,575	$ 1,663,487	$ 1,832,442	$ 1,826,146	$ 1,486,287	$ 1,486,601	$ 1,735,786
FY 2015	$ 867,175	$ 1,390,124	$ 1,492,193	$ 1,167,254	$ 1,227,141	$ 1,368,772	$ 1,862,915	$ 1,260,357	$ 2,084,645	$ 1,875,122	$ 1,341,466	
% Variation	32%	-11%	12%	-12%	-9%	6%	12%	-31%	14%	26%	-10%	

Revenues



Expenditures



CONSIDERATION OF APPROVAL OF
2015-2016 OPERATING BUDGET

R-2015-29

WHERAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2015-2016 Operating Budget, and*

WHEREAS*: the Board of Trustees approves the income and allocation of payroll and non-payroll expenditures of this budget.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2015-2016 Operating Budget of the College is hereby adopted as presented.*

(See attached sheets)

FY 2016 Proposed Revenues

		FY 2015		FY 2016 - Proposed
State Appropriations	$	6,733,279	$	7,300,000
Student Tuition and Fees	$	10,632,185	$	10,400,000
Other Revenues	$	437,462	$	667,825
University Center	$	5,000	$	20,000
Capital Debt Service	$	150,000	$	100,000
Child Development Center	$	527,880	$	428,175
Workforce & Community Dev.	$	331,550	$	100,000
Facilities	$	74,000	$	74,000
Appropriated Reserves				
Total Revenues	$	18,891,356	$	19,090,000

FY 2016 Proposed Expenditures

	FY 2015	FY 2016 - Proposed
Payroll	9,259,428	8,998,683
Fringes	3,943,136	3,943,090
Printing	64,647	64,882
Advertising	130,675	132,950
Postage	85,000	85,000
Shared Campus Expense	1,150,000	1,150,000
Professional Development	211,350	235,932
Grants and Scholarships	300,000	710,000
Equipment Lease and Rental	97,050	97,050
New Equipment	358,507	446,107
Professional Fees	272,617	261,935
All Other Expenses	2,238,017	2,327,859
Child Development Center	32,500	32,250
Corporate	122,000	35,250
Facilities	507,311	519,012
Contingency	69,118	50,000
Fund Balance Replacement	50,000	-
Total Expenditures	18,891,356	19,090,000

CONSIDERATION OF APPROVAL OF
COLLEGE PERSONNEL EMPLOYMENT CONTRACTS

R-2015-30

BE IT RESOLVED*: by the Board of Trustees that the following College personnel are hereby awarded employment agreements at the salary and dates stipulated in accordance with the previously approved 2015-2016 budget under Resolution 2015-29*

(See list on following pages)

NORTH CENTRAL STATE COLLEGE

ADMINISTRATIVE AGREEMENTS 2015-2016

BEGINNING JUNE 21, 2015 AND ENDING JUNE 18, 2016

EMPLOYEE		TERMS	TITLE	JULY 2014 SALARY	JULY 2015 SALARY
ALI	CRAIG	2015-2016 EMPLOYMENT AGREEMENT	ASSISTANT DEAN, EDUCATION, PROFESSIONAL & PUBLIC SERVICES	61,050.00	61,660.50
BALDRIDGE	BRANDEL	2015-2016 EMPLOYMENT AGREEMENT	ACADEMIC DIVISION ADVISOR	33,845.55	34,184.01
BASH	CAREE	2015-2016 EMPLOYMENT AGREEMENT	SUCCESS COACH/COLLEGE CREDIT PLUS	n/a	35,000.00
BENSON	ASHLEY	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, TRIO STUDENT SUPPORT SERVICES	46,711.34	47,178.45
BIRKHOLZ	JANE	2015-2016 EMPLOYMENT AGREEMENT	DEAN, STUDENT SERVICES & ENROLLMENT MANAGEMENT	73,730.00	74,467.30
BUSCH	GREGG	2015-2016 EMPLOYMENT AGREEMENT	DEAN, LIBERAL ARTS	77,075.75	77,846.51
CAMPBELL	SHEILA	2015-2016 EMPLOYMENT AGREEMENT	INFORMATION SYSTEMS MANAGER	51,005.00	51,515.05
CARTER	CHERYL	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, OUTREACH & RECRUITING SERVICES	65,246.00	65,898.46
CRAIG	CATHERINE	2015-2016 EMPLOYMENT AGREEMENT	COORDINATOR, STUDENT ASSESSMENT SERVICES	39,768.52	40,166.21
GADDY	BRANDON	2015-2016 EMPLOYMENT AGREEMENT	ACADEMIC ADVISOR, TRIO STUDENT SUPPORT SERVICES	33,845.55	34,184.01
GRAY	KELLY	2015-2016 EMPLOYMENT AGREEMENT	ASSISTANT DEAN, HEALTH SCIENCES	74,786.25	75,534.11
GROVE	ERIC	2015-2016 EMPLOYMENT AGREEMENT	SUCCESS COACH/ADVISOR	37,778.26	38,156.04
HANUSCIN	R. DOUGLAS	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, HR, LABOR RELATIONS & ORGANIZATIONAL DEVELOPMENT	71,800.00	72,518.00
HUGHES	ROSE	2015-2016 EMPLOYMENT AGREEMENT	SUCCESS COACH/ADVISOR	43,850.08	44,288.58
HULL	JAMES	2015-2016 EMPLOYMENT AGREEMENT	DEAN, HEALTH SCIENCES	82,492.07	83,316.99
HUPP	MARK	2015-2016 EMPLOYMENT AGREEMENT	WEBMASTER	44,654.78	45,101.33
HYSELL	DEB	2015-2016 EMPLOYMENT AGREEMENT	ASSISTANT DEAN, LIBERAL ARTS	61,050.00	61,660.50
KALTENBAUGH	AMANDA	2015-2016 EMPLOYMENT AGREEMENT	FINANCIAL AID ADVISOR	35,735.22	36,092.57
KAMWITHI	REGINA	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, ACADEMIC SERVICES	39,890.52	40,289.43
KARBULA	JOYCE	2015-2016 EMPLOYMENT AGREEMENT	COORDINATOR, CREDIT & NON-CREDIT PROGRAMS	n/a	37,571.76
KEENER	BARB	2015-2016 EMPLOYMENT AGREEMENT	MANAGER, TUTORING & TRANSITION SERVICES	42,454.69	42,879.24
MANSPERGER	THOMAS	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, ADMISSIONS, ENROLLMENT & GATEWAY SERVICES	62,000.00	62,620.00
MCGREGOR	MICHELLE	2015-2016 EMPLOYMENT AGREEMENT	SPECIALIZED SERVICES COORDINATOR	37,571.76	37,947.48
MCKEE	LORI	2015-2016 EMPLOYMENT AGREEMENT	CONTROLLER	65,303.15	65,956.18
MONNES	MARK	2015-2016 EMPLOYMENT AGREEMENT	REGISTRAR	62,135.03	62,756.38
MYERS	TERESA	2015-2016 EMPLOYMENT AGREEMENT	GRAPHIC DESIGNER	44,654.78	45,101.33
NIESE	EDMUND	2015-2016 EMPLOYMENT AGREEMENT	DATABASE ADMINISTRATOR	47,434.61	47,908.96
PHINNEY	JAMES	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, FINANCIAL AID	52,535.17	53,060.52
PRENDERGAST	THOMAS	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, INSTITUTIONAL RESEARCH	69,935.06	70,634.41
PRICE	MAJOR	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, INFORMATION TECHNOLOGY	68,680.00	69,366.80
RENFROE	SAM	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, GRANT DEVELOPMENT & ADMINISTRATION	53,045.20	53,575.65
SCHAAD	DEAN	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, CAPITAL PLANNING AND FACILITIES MANAGEMENT	62,000.00	62,620.00
SCHAAD	MICHELE	2015-2016 EMPLOYMENT AGREEMENT	ACCOUNTING MANAGER	48,346.46	48,829.92
SHUTLER	TROY	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, STUDENT SUCCESS & RETENTION	n/a	58,333.28
STINE	ERIN	2015-2016 EMPLOYMENT AGREEMENT	OPERATIONS MANAGER, CRAWFORD CENTER	n/a	41,311.30
STONER	KEITH	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, MARKETING & PUBLIC RELATIONS	62,000.00	62,620.00
STOVER	BRANDON	2015-2016 EMPLOYMENT AGREEMENT	ACADEMIC DIVISION ADVISOR	33,845.55	34,184.01
SURGENER	CINDY	2015-2016 EMPLOYMENT AGREEMENT	FINANCIAL AID ADVISOR	35,123.88	35,475.12

NORTH CENTRAL STATE COLLEGE
ADMINISTRATIVE AGREEMENTS 2015-2016 (CONTINUED)

TIMBERLAKE	GREG	2015-2016 EMPLOYMENT AGREEMENT	DEAN, BIT/EPPS	77,075.75	77,846.51
TURNER	D. JAMES	2015-2016 EMPLOYMENT AGREEMENT	NETWORK ADMINISTRATOR	63,278.94	63,911.73
WACHTEL	LEAH	2015-2016 EMPLOYMENT AGREEMENT	COORDINATOR, RALPH PHILLIPS CONFERENCE CENTER EVENTS	33,845.55	34,184.01
WAGNER	DAN	2015-2016 EMPLOYMENT AGREEMENT	ASSISTANT DEAN, BIT	n/a	60,000.00
WASHINGTON	KIMBERLY	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, CHILD DEVELOPMENT CENTER	55,898.24	56,457.22
WELKER	MICHAEL	2015-2016 EMPLOYMENT AGREEMENT	INSTRUCTIONAL DESIGNER	47,751.02	48,228.53
WILLIAMS	STEPHEN	2015-2016 EMPLOYMENT AGREEMENT	EXECUTIVE ASSISTANT TO THE PRESIDENT	50,265.37	50,768.02
WIRICK	BRIAN	2015-2016 EMPLOYMENT AGREEMENT	ACADEMIC DIVISION ADVISOR	$33,845.55	34,184.01

ADMINISTRATIVE AGREEMENTS 2015-2016
BEGINNING AUGUST 3, 2015 AND ENDING JUNE 3, 2016

EMPLOYEE		TERMS	TITLE	JULY 2014	JULY 2015
CARNS	DARCY	2015-2016 EMPLOYMENT AGREEMENT	COLLEGE NOW FACILITATOR	43,344.19	43,777.63

FISCAL AGENT AGREEMENTS 2015-2016
BEGINNING JUNE 21, 2015 AND ENDING JUNE 18, 2016

EMPLOYEE		TERMS	TITLE	JULY 2014 SALARY	JULY 2015 SALARY
BEEBE	MICHAEL	2015-2016 EMPLOYMENT AGREEMENT	REGIONAL PROJECT DIRECTOR, TAACCCT GRANT (Pro-rated to 8/15/15)	45,450.00	7,062.23
BURNS	DIANA	2015-2016 EMPLOYMENT AGREEMENT	BUSINESS LIAISON, TAACCCT GRANT	50,000.00	50,500.00
DICKMAN	DANIEL	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, SUCCESS UNLIMITED COLLABORATIVE	67,106.42	67,777.48
HESS	LINDA	2015-2016 EMPLOYMENT AGREEMENT	CAREER DEVELOPMENT COACH, TAACCCT GRANT	40,000.00	40,400.00
KLUDING	THOMAS	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, TECH PREP	77,502.35	78,277.37
LACY	MICHALINA	2015-2016 EMPLOYMENT AGREEMENT	CERTIFIED BUSINESS ADVISOR, SMALL BUSINESS DEVELOPMENT CENT	42,436.16	42,860.52
MILLER	JAN	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, MEP GRANT	100,000.00	101,000.00
TILBERG	TODD	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, SMALL BUSINESS DEVELOPMENT CENTER	57,651.91	58,228.43
WALKER	BEV	2015-2016 EMPLOYMENT AGREEMENT	DIRECTOR, TITLE III GRANT	57,973.90	58,553.64

NORTH CENTRAL STATE COLLEGE

PART-TIME PROFESSIONAL AGREEMENTS 2015-2016
BEGINNING JUNE 21, 2015 AND ENDING JUNE 18, 2016

EMPLOYEE		TERMS	TITLE	JULY 2014	JULY 2015
MECURIO	TED	2015-2016 PT PROFESSIONAL STAFF EMPLOYMENT AGREEMENT	PROGRAMMER/ANALYST	39,528.49	39,923.77

EXECUTIVE AGREEMENTS 2015-2016
BEGINNING JUNE 21, 2015 AND ENDING JUNE 18, 2016

EMPLOYEE		TERMS	TITLE	JULY 2014	JULY 2015
AKAKPO	KOFFI	2015-2016 EMPLOYMENT AGREEMENT	VICE PRESIDENT, BUSINESS & ADMINISTRATIVE SERVICES	117,175.52	118,347.28
PRESTON	BETTY	2015-2016 EMPLOYMENT AGREEMENT	CHIEF PUBLIC AFFAIRS OFFICER (Pro-rated to July 31, 2015)	107,493.98	12,527.18
REED	KAREN	2015-2016 EMPLOYMENT AGREEMENT	VICE PRESIDENT FOR ACADEMIC SERVICES/CHIEF ACADEMIC OFFICEI	114,477.24	115,622.01

NORTH CENTRAL STATE COLLEGE
TWELVE MONTH FACULTY
2015-2016

BEGINNING JUNE 1, 2015 AND ENDING MAY 8, 2016

EMPLOYEE		TERMS	TITLE	2014-2015 SALARY	2015-2016 SALARY
DANIELSON	KAREN	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	66,863.54	67,532.18
FORD	DORIE	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	62,292.09	62,915.01
JOHNSON	ELLEN	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	68,543.62	69,229.06
MUSIC	LISA	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	63,329.88	63,963.18
TAYLOR	JEFFREY	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	63,122.75	63,753.98
WEBB	TERESA	2014-2015 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	55,654.95	56,211.50

NORTH CENTRAL STATE COLLEGE
NINE MONTH FACULTY 2015-2016

BEGINNING AUGUST 20, 2015 AND ENDING MAY 8, 2016

EMPLOYEE		TERMS	TITLE	2014-2015 SALARY	2015-2016 SALARY
ADKINS	JENNIFER	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	45,105.50	45,556.56
ARNETT	AMY	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	50,734.50	51,241.85
AU	SARA	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	37,643.84	38,020.28
BARKER	CHRISTINA	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	42,741.13	43,168.54
BEEBE	MICHAEL	2015-2016 PROBATIONARY FACULTY AGREEMENT	RANKING PENDING	n/a	38,324.00
BIRK	RICHARD	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	45,806.13	46,264.19
BRANNUM	TERI	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	41,308.40	41,721.48
CORNELL	CYNTHIA	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	41,001.15	41,411.16
CUPACH	MATTHEW	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	46,485.34	46,950.19
DAMBERGER	LYNN	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	45,654.61	46,111.16
EKEGREN	KENNETH	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	52,638.85	53,165.24
FRANZ	ELIZABETH	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	58,873.05	59,461.78
FREEMAN	CYNTHIA	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	60,959.85	61,569.45
HERB	PATRICIA	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	47,001.02	47,471.03
HUFF	LOU	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	PROFESSOR	46,519.27	46,984.46
JONES	LYNN	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	n/a	44,511.52
JUSTICE	J. ROSS	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	56,248.66	56,811.15
KRANCH	DOUGLAS	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	PROFESSOR	60,505.89	61,110.95
LEVITT	ABBY	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	42,724.83	43,152.08
LYNCH	CHRISTINE	2015-2016 PROBATIONARY FACULTY AGREEMENT	RANKING PENDING	n/a	37,912.00
MARIC	IVONA	2015-2016 PROBATIONARY FACULTY AGREEMENT	INSTRUCTOR	39,251.00	39,643.51
MARTIN	NICOLE	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	48,517.89	49,003.07
MCCOOL	M. DANIEL	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	40,397.82	40,801.80
MCCUE	MOLLY	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	46,237.11	46,699.48
MILLER	RYAN	2015-2016 PROBATIONARY FACULTY AGREEMENT	RANKING PENDING	n/a	38,641.00
MORRISON	CARMEN	2015-2018 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	50,543.32	51,048.75
NAUMAN	JANNY	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	43,634.47	44,070.81
PAYNE	JESSE	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	42,286.28	42,709.14
PUCKETT	MARGARET	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	49,790.01	50,287.91
ROBINETTE	KELLEY	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	LECTURER	38,438.21	38,822.59

NORTH CENTRAL STATE COLLEGE
NINE MONTH FACULTY 2015-2016 (CONTINUED)

EMPLOYEE		TERMS	TITLE	2014-2015 SALARY	2015-2016 SALARY
BEGINNING AUGUST 20, 2015 AND ENDING MAY 8, 2016					
ROEPKE	MELINDA	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	46,457.00	46,921.57
ROSE	VICKIE	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	45,564.00	46,019.64
SHEARER	CHRISTINE	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	INSTRUCTOR	37,831.68	38,210.00
SLATTERY	MICHELLE	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	40,649.77	41,056.27
STANGER	TONYA	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	46,824.94	47,293.19
STORMS	RANDY	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	55,508.32	56,063.40
STROUTH	ANNE	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	46,294.54	46,757.49
STURGILL	JUDITH	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	PROFESSOR	50,582.74	51,088.57
TICKHILL	JUSTIN	2015-2016 PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	39,310.00	39,703.10
URBAN	W. DOUGLAS	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	PROFESSOR	46,384.07	46,847.91
WADE	SAM	2013-2016 NON-PROBATIONARY FACULTY AGREEMENT	ASSISTANT PROFESSOR	46,593.28	47,059.21
WINTERS	TRICIA	2015-2016 PROBATIONARY FACULTY AGREEMENT	INSTRUCTOR	38,438.13	38,822.51
WOOD	BRAD	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	INSTRUCTOR	41,001.15	41,411.16
WOOD	GARY	2014-2017 NON-PROBATIONARY FACULTY AGREEMENT	ASSOCIATE PROFESSOR	46,837.50	47,305.88

AGENDA PLANNING POLICY (GOVERNANCE PROCESS) Effective: August 25, 2010
Policy No. 3357:13-02-70

To accomplish its job products with a governance style consistent with board policies, the board will follow an annual agenda which (a) completes a re-exploration of Ends policies annually and (b) continually improves board performance through board education and enriched input and deliberation.

2.71 The cycle will conclude each year on July 31st so that administrative planning and budgeting can be based on accomplishing a one year segment of the board's most recent statement of long term Ends.

2.72 The cycle will start with the board's development of its agenda for the next year.

a. Consultations with selected groups in the ownership, or other methods of gaining ownership input will be determined and arranged in the first quarter, to be held during the balance of the fiscal year.

b. Governance education, and education related to Ends determination, (e.g. presentations by futurists, demographers, advocacy groups, staff, etc.) will be arranged in the first quarter, to be held during the balance of the fiscal year.

2.73 Throughout the year, the board will attend to consent agenda items as expeditiously as possible.

2.74 The board will ascertain by vote whether a majority of members judge the individual monitoring reports to have demonstrated fulfillment of a reasonable interpretation of the applicable policy.

2.75 CEO remuneration will be decided during the month of October after a review of monitoring reports received in the last year is completed.

BOARD SECRETARY'S ROLE POLICY (GOVERNANCE PROCESS)

Effective: August 25, 2010

Policy No. 3357:13-02-60

The Board Secretary is an officer of the board whose purpose is to ensure the integrity of the board's documents.

2.61 The assigned result of the Secretary's job is to see to it that all board documents and filings are accurate and timely.

a. Policies will be current in their reflection of board decisions. Decisions upon which no subsequent decisions are to be based, such as consent agenda decisions, motions to adjourn, and staff or board member recognitions need not be placed in policy.

b. Policies will rigorously follow Policy Governance principles.

c. By laws elements necessary for legal compliance and for consistency with the principles of Policy Governance will be known to the board.

d. Requirements for format, brevity, and accuracy of board minutes will be known to the CEO.

2.62 The authority of the Secretary is access to and control over board documents, and the use of staff time that in the CEO's opinion is neither excessive nor disruptive.

BOARD MEMBERS CODE OF CONDUCT POLICY (GOVERNANCE PROCESS)

Effective: August 25, 2010

Policy No. 3357:13-02-30

The board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as board members.

2.31 Board members must have loyalty to the ownership, un-conflicted by loyalties to staff, other organizations, and any personal interest as a consumer.

2.32 Board members must avoid conflict of interest with respect to their fiduciary responsibility.

a. There will be no self-dealing or business by a member with the organization. Members will annually disclose their involvements with other organizations, with vendors, or any associations that might be or might reasonably be seen as being a conflict.

b. When the board is to decide upon an issue, about which a board member has an unavoidable conflict of interest, that member shall absent herself or himself without comment from not only the vote, but also from the deliberation.

c. Board members will not use their board position to obtain employment in the organization for themselves, family members, or close associates. Should a board member apply for employment, he or she must first resign from the board.

2.33 Board members may not attempt to exercise individual authority over the organization.

a. Board members will respect the confidentiality appropriate to issues of a sensitive nature.

b. Board members will be properly prepared for board deliberation.

c. Board members will support the legitimacy and authority of board decisions, irrespective of the member's personal position on the issue.

d. Board members will lead by example through the contribution of both time and money as appropriate.

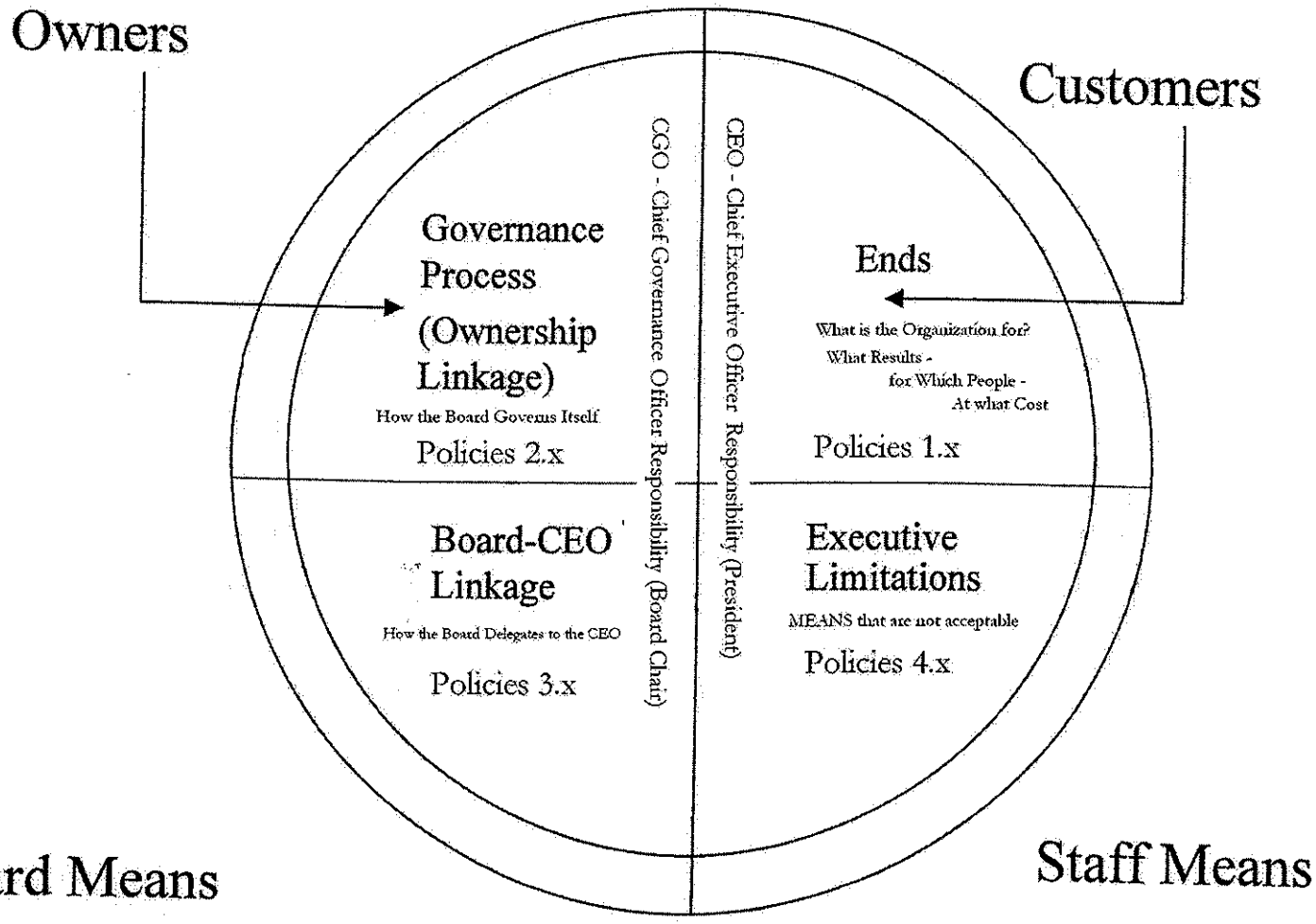
North Central State College

BOARD OF TRUSTEES 2015 Policy Governance Training Schedule

NCState Meeting Date	Principle Discussion	Discussion Leader	PolGov Policy Review	Discussion Leader
January 14, 2015	Rehearsal Scenario 3.7	D. McElfresh	4.3, 4.4, 4.5 & 4.9 Executive Limitations	G. McCue
February 25, 2015	Rehearsal Scenario 3.8	S. Stone	4.6, 4.7, 4.8 Executive Limitations	E. Morando
March 25, 2015	Rehearsal Scenario 4.1	E. Humphrey	2.0, 2.1, 2.2 Governance Process	L. Nelson
April 22, 2015	Rehearsal Scenario 5.1	J. Pry	2.3, 2.4, 2.5 Governance Process	L. Nelson (for P. Mowry)
May 27, 2015	Rehearsal Scenario 6.1	G. McCue	2.6, 2.7, 2.8, 2.9 Governance Process	M. Smith
June 24, 2015 *(Deferred to August)*	Rehearsal Scenario 3.9	E. Morando	3.0, 3.1, 3.2 Board-CEO Relationship	S. Stone
August 26, 2015	Rehearsal Scenario 3.9 Rehearsal Scenario 4.2	E. Morando P. Mowry	3.0, 3.1, 3.2 3.3, 3.4 Board-CEO Relationship	S. Stone E. Humphrey
Sept. 23, 2015	Rehearsal Scenario 5.2	L. Nelson	4.0, 4.1, 4.2 Board-CEO Relationship	D. McElfresh
Oct. 28, 2015	Rehearsal Scenario 6.2	M. Smith	4.3, 4.4, 4.5 Executive Limitations	J. Pry
Dec. 2, 2015	Rehearsal Scenario 3.10	D. McElfresh	4.6, 4.7, 4.8 Executive Limitations	G. McCue

NOTE: ENDS Policies 1.0, 1.1, 1.2, 1.3, 1.4, 1.5, & 1.6 will be reviewed throughout the year and discussed at the July BOT Planning Retreat.

Policy Governance® Model



2015

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		