North Central State College  
Board of Trustees’ Meeting  
August 26, 2009

I. CALL TO ORDER

The Chair, Mr. Nathan Ujvari called the meeting to order at 7:00 p.m. At that time he asked all to rise and join him in reciting the pledge of allegiance followed by a moment of silence. Upon conclusion, he read aloud the Mission Statement for North Central State College.

II. ROLL CALL

The Recorder, Mr. Stephen Williams called the roll.

Present:
Mr. Ron Davis  
Dr. Pat Hightower  
Mrs. Edith Humphrey  
Dr. Mehdi Ressallat  
Mr. Matt Smith  
Mr. Steven Stone  
Mr. Nathan Ujvari  
Dr. Ronald Walker

Absent:

III. INTRODUCTION OF GUESTS

President Donald Plotts introduced Ms. Chriss Harris, Mr. Brad McCormack, Ms. Peg Moir, Dr. Karen Reed and Ms. Betty Wells, representing the President’s Staff; Mr. Brad Hays and Ms. Patricia Herb representing the Faculty Caucus; Ms. Elizabeth Franz representing the NSCFaculty Association-AAUP; Ms. Susan Householder representing the Staff Caucus and Dean, Ken McCreight representing the Manager’s Advisory Council. Brad Peffley, Chair of North Central State College Foundation Board was present to give a report on the Foundation. Mr. John Shuler was also present to represent the Ohio State University at Mansfield Board of Trustees.

IV. TREASURER’S REPORT

Mr. Brad McCormack presented the Treasurer’s Report for the period ending June 30, 2009. He stated that revenues for the month totaled $815,461. Expenditures were $2,279,980 leaving a deficit of $1,464,519. Year-to-date revenues totaled $19,371,706. Year-to-date expenditures totaled $19,616,418 leaving a deficit of $244,712. The Star Ohio month-end balance for June 2009 is $2,510,301. Mr. Brad McCormack had nothing further to note on this report. Mr. Nathan Ujvari asked if there was any effect of FDIC
fees on the StarOhio account? Mr. McCormack responded that there was not. Dr. Mehdi Ressallat had a question on the budget regarding if the revenue projections fall short would there be a review of contracts and agreements? Mr. Brad McCormack responded that such a clause already exists specifically regarding budget actions relative to changes in the state share of instruction.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Treasurer’s Report for the period ending June 30, 2009. Mr. Steven Stone seconded the motion and the motion carried unanimously.

Mr. Brad McCormack presented the Treasurer’s Report for the period ending July 31, 2009. He stated that revenues for the month totaled $3,840,736. Expenditures were $704,508 leaving an excess of $3,136,228. Year-to-date revenues totaled $3,840,736. Year-to-date expenditures totaled $704,508 leaving an excess of $3,136,228. The Star Ohio month-end balance for July 2009 is $2,510,706. Mr. Brad McCormack noted that there was an increase in summer quarter enrollment still, a budget increase for the first quarter is routine in a new budget year. He had nothing further to note. Mr. Matthew Smith asked if the shared service expense is a timing issue. Mr. Brad McCormack explained that we reconcile our past year expenses and use them as a basis to begin creating the new numbers for the current year along with other forseeables.

ACTION TAKEN: Mr. Ron Davis moved for approval of the Treasurer’s Report for the period ending July 31, 2009. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

V. CONSENT AGENDA

The Chair presented the Consent Agenda. Dr. Mehdi Ressallat called for removal of item A. Approval of minutes of June 24, 2009. On a motion by Mr. Matthew Smith, seconded by Dr. Ronald Walker and passing unanimously, the following items were approved:

A. <<Removed>>

B. Approval of Minutes for Special Meeting on July 25, 2009

C. Consideration of Approval of Status Change – R-2009-27

CONSIDERATION OF APPROVAL OF
STATUS CHANGES

R-2009-27

STATUS CHANGES

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

BEGINNING JULY 1, 2009 AND ENDING JUNE 27, 2010
Bob Matney, Director of Information Technology
SALARY: $62,500.00 for a fiscal year

**EXPLANATION OF STATUS CHANGES FOR RESOLUTION R-2009-27**

Bob Matney replaces Ted Mecurio.

**D. Consideration of Approval of Employment of College Personnel – R-2009-28**

**CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL**

**R-2009-28**

**NEW HIRES**

**BE IT RESOLVED:** by the Board of Trustees that the following Child Development staff member is hereby awarded the prescribed salary at the beginning date stipulated below.

**BEGINNING JUNE, 29, 2009**
Rachael Kaylor, Child Care Specialist
SALARY: $18,145 per year based on a fiscal year

**BE IT FURTHER RESOLVED:** by the Board of Trustees that the staff member is hereby awarded the prescribed salary at the beginning date stipulated below.

**BEGINNING JULY 27, 2009**
Lisa Keen, Administrative Assistant/Student Success Center
SALARY: $24,865.15 per year based on a fiscal year

**EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2009-28**

Rachael Kaylor replaces Melody Welter.
Lisa Keen replaces Gwendolyn Alexander.

**E. Consideration of Approval of Professional Growth Recognition – R-2009-29**

**CONSIDERATION OF APPROVAL OF COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION**

**R-2009-29**

**WHEREAS:** Susan Householder has supplied documentation that she has completed a Bachelor’s degree.
THEREFORE, BE IT RESOLVED: by the Board of Trustees that $2,084.00 be added to base salary of $25,815.09 to $27,899.09 effective, July 27, 2009, in recognition of completion of a Bachelor’s degree.

VI. REGULAR AGENDA

A. Approval of Minutes for June 24, 2009

Dr. Mehdi Ressallat, for the benefit of those not present at the June 24, 2009 meeting, recapped the discussion leading to the approval of resolution R-2009-25 Consideration of Approval of 2009-2010 Operating Budget but acknowledged that the minutes were, in fact, accurate as presented.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Minutes for June 24, 2009 as submitted. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

B. Review and Discuss draft Board of Trustees Policies and Procedures Manual – Mr. Matthew Smith

Mr. Matthew Smith explained that the board’s rules and regulations review committee had met previously to review the document for necessary updates. The committee passed these updates on to the board recorder for incorporation into the document. The board recorder explained that the college is also in the process of updating and revising the policies and procedures manual for the institution and the board governance policies will be an important piece of the document. The recorder was directed to put together a draft of the Board of Trustees’ Policies and Procedures Manual with the proposed updates into the new format. This draft was presented to all board members for review and discussion, at a future board meeting before being presented for consideration of approval.

C. Proposed Board of Trustees Meeting Dates for 2010

Mr. Nathan Ujvari called upon the board recorder to present the proposed meeting dates for 2010. Mr. Stephen Williams explained that while the proposed dates for the coming year are traditionally not submitted for consideration until September or October, there have been many requests for the dates to be published for planning purposes. Therefore, the proposed meeting dates schedule for 2010 has been put together and presented for the board’s review and endorsement. Mr. Nathan Ujvari asked the board to check their calendars for the coming year for any major conflicts that may warrant adjustment of a meeting date and be prepared to offer such discussion or endorsement at the September meeting.

D. Ohio State University Board Meeting (August 21st)

Mr. Nathan Ujvari noted that nobody was able to attend the August board meeting for OSU-M so he asked Mr. John Shuler if he would care to offer a recap of the highlights. Following Mr. Shuler’s highlights Mr. Ujvari explained that it would be necessary to establish a schedule of participants for the coming year. All trustees were asked to check
the OSU-M meeting schedule for the coming year and consider confirming dates to represent the NC State board at upcoming meetings.

E. Link and Learn

Mr. Nathan Ujvari reminded the board that next month’s meeting would be the first in their series of “Link and Learn” meetings where the board will visit activities and organizations in the community in order to gain a better understanding of the communities they represent. The September meeting will be held at MedCentral Mansfield. Mr. Ujvari asked Mr. Brad Peffley to provide some additional details of the activities at MedCentral Hospital (Mansfield). President Donald Plotts added that several other community activities and organizations have indicated a desire to host the board as part of their “Link and Learn” initiative. Among those others were interest has been expressed are Samaritan Hospital in Ashland and the Gorman-Rupp Company in Mansfield.

VII. BOARD CHAIRPERSON REPORT- Mr. Nathan Ujvari

A. Board Appreciation Dinner (June 24th)

Mr. Nathan Ujvari recapped the highlights of the Board of Trustees Appreciation Dinner held on June 24th at the Westbrook Country Club. Ms. Miriam Carver was invited to attend as well in order to get better acquainted with the Board and Staff in preparation for their Policy Governance training the following day.

B. Policy Governance Training (June 25th)

Mr. Nathan Ujvari expressed that Ms. Miriam Carver did a nice job of conveying the principles of Policy Governance and recapped some of the highlights presented in the material. Mr. Ujvari offered an opportunity for other board members in attendance to share their thoughts and impressions. During the training, the board indicated a desire to further refine their Policy Governance process with the help of Ms. Miriam Carver. She indicated that she would be willing to do so only if there was a consensus of the entire board to whole-heartedly adopt policy governance as their chosen form of governance and submit to the rigors that this style of governance would involve. Following a call for additional input and discussion, Mr. Nathan Ujvari secured a consensus from the entire board to move forward with the plan to refine the institution’s governance process through the Carver Model of Policy Governance with the assistance of Ms. Miriam Carver.

C. The Chancellor’s Trustee “In-Person” Conference (September 17th, COTC)

Mr. Nathan Ujvari reminded the board of the Chancellor’s “in-person” conference to be held on September 17 on the campus of Central Ohio Technical College in Newark, Ohio. The board recorder indicated who he had registered for the event and asked if anyone else was interested that he could register them for the conference or they could
visit the Board of Regents website and register themselves. Dr. Mehdi Ressallat indicated that he would like to attend and asked to be registered.

D. OACC Fall Conference (September 18th, Cherry Valley Lodge in Newark, Ohio)

Mr. Nathan Ujvari reminded the board that the OACC Fall Conference would be held on September 17th and 18th and would immediately follow the chancellor’s “in-person” conference. The board recorder recapped the registrations currently process for this event and asked that if anyone else would be interested in attending to please let him know immediately as the registration deadline was rapidly approaching.

E. ACCT Legislative Congress (October 7-10, San Francisco, CA)

Mr. Nathan Ujvari reminded the board of those trustees slated to attend on behalf of the NC State board of trustees and encouraged other trustees to take advantage of these training opportunities in the future.

F. Other

Mr. Nathan Ujvari pointed out that Trustee, Mr. Matthew Smith was part of the latest class working with faculty member Ken Ekegren to convert a gasoline vehicle to electric.

Mr. Nathan Ujvari announced that the Chancellor’s office is looking for trustee representation to provide a communication forum for finding solutions for Ohio’s institutions of higher learning. Mr. Ujvari indicated that Mr. Matthew Smith has agreed to represent North Central State College in this endeavor should he be selected to do so.

VIII. PRESIDENT’S REPORT – Mr. Donald Plotts

A. Foundation Update – Mr. Brad Peffley

Mr. Donald Plotts distributed a thank you letter received from Mr. Jarrod Bates who received a recent Foundation Scholarship. Mr. Plotts called on Mr. Brad Peffley for an update from the College Foundation. Mr. Peffley reported that the Capital Campaign was currently at forty-four percent of goal. He provided some additional updates regarding response rates from various groups from both inside the college and in the community as well. Mr. Peffley recapped the progress of the Emerald Club. He talked about the electric car conversion project as a project to bring a vehicle to the college that might be used during peak campus tour situations. The newly converted electric vehicle might be used for this purpose. He also explained that individual may have this conversion process accomplished on their behalf; however, they must pay for the vehicle as well as the conversion process. The NC State Alumni Association is up to 120 members. Contributions from the Alumni Association have made it possible to offer three Alumni Association Scholarships.

B. Other Foundation Activities
Mr. Donald Plotts called upon Ms. Chriss Harris to discuss other Foundation activities. Ms. Chriss Harris recapped several Foundation events including a number of targeted community cocktail parties, the Entrepreneur Hall of Fame event as well as Rock-n-Ribs. Ms. Harris explained that the event was attended by 4,500 people, it produced $15 thousand dollars for student scholarships. It produced twenty-five thousand dollars in pledges to the College Capital Campaign and a scholarship from the United Auto Workers. Ms. Chriss Harris pointed out that President Plotts and Chairman Ujvari took turns personally greeting everyone who entered the event. They should be commended for their dedication to the success of the event and to the students the event serves.

C. Executive Coaching (June 25th and 26th)

Mr. Donald Plotts recapped some of the highlights of Executive Coaching that was conducted with his administrators and explained the follow-up that will occur with these managers throughout the course of the year as an ongoing part of this coaching.

D. Managers Advisory Council (MAC) Training (July 24th)

Mr. Donald Plotts explained that the training with the MAC group followed a more “nuts and bolts” approach geared at helping the council become a more cohesive group and help them gain better insights into the institution and their role as they begin to work with administrators in developing and refining the institution’s various policies and procedures.

E. Gates Grant Mandatory Conference (July 13-15)

Mr. Donald Plotts reported that he was joined by Ms. Peg Moir, Vice President for Learning Support and Retention and Mr. John Falls, Program Director for Mathematics in attending a mandatory conference for all institutions approved for the Gates grant. The conference made a clear set of expectations. NC State was one of fifteen colleges in the nation that was selected to participate in this grant. The grant also calls for all participants to be aggressive in their execution of the grant. In the second year, the fifteen preliminary institutions will be whittled down to 10 and will seek the assistance of President Obama for continued support. President Plotts expressed his high commendation to Ms. Peg Moir and Mr. Tom Predergast for their roles in securing this opportunity for the college. Ms. Moir added that the grant will require eight work teams, each with a leader that must champion each of their areas of responsibility. The college’s designation as an Achieving the Dream Leader College was certainly a big plus however it also carries a high expectation and a degree of responsibility.

F. General Motors Ready Response Team – Ms. Betty Wells

Mr. Donald Plotts recapped the request from the Chancellor to form a ready response team to assist displaced workers from the current General Motors shutdowns. The local ready response team consists of both internal and community members. He then called on Ms. Betty Wells to provide an update of the ongoing activities with this group. Ms. Betty wells recapped a variety of activities underway as part of this outreach effort from individual work with unemployed workers to grant development for alternative energy training and pre-employment partnerships. President Donald Plotts commended Ms.
Betty Wells for her leadership in making this vital outreach project happen.

G. Entrepreneurship Program Development – Dr. Karen Reed

Mr. Donald Plotts introduced the Entrepreneurship Program and called on Dr. Karen Reed to provide some details on the program. Dr. Karen Reed introduced the three pieces of the programs: 1) The Downtown Mansfield College Satellite “Dream Center” in this initial stage toward community engagement, 2) North Central State College Leadership and Vision, 3) Utilizing and developing a fully functioning Innovation Center to help engage entrepreneurs from the private sector.

H. Advanced Manufacturing Re-organization – Mr. Kenneth McCreight

Mr. Donald Plotts introduced Mr. Kenneth McCreight, Dean for Technology and Workforce Development to present the re-organization plan for the James W. Kehoe Center for Advanced Technology Center. Mr. McCreight presented a powerpoint he created using a talking Avatar to present the information as part of his flexible learning approach demonstration.

I. Tuition Increase Discussion

Mr. Donald Plotts explained the funding outlook from the state, what options the state has given individual institutions in responding to the shortfalls, and what courses of action sister institutions have taken or are considering taking. Due to shortfalls in state and federal funding, Mr. Brad McCormack explained what we must due and distributed a spreadsheet that outlined the effect on State Share of Instruction losses. He explained some of the alternatives proposed by other institutions and went on to describe the scenario by sharing the chancellor’s plan and what tuition increases for us might look like. Mr. Donald Plotts explained some alternatives that other institutions are proposing and informed the board that he would be bringing a resolution forward for the board’s consideration of approval. This proposal offered a step increase over the course of two quarters versus incorporating the increase all in one substantial increase. The resolution to be submitted for consideration of approval will include both proposed tuition increases in a single resolution. It is projected to request a 3.5 percent increase in winter quarter of 2010 and another 3.5 percent increase in summer quarter of 2010. Mr. Matthew Smith stated that this kind of announcement will give students plenty of notice for planning purposes and operations however, contended that while the current economy dictates that some action is necessary he questioned the effect of tuition increases on enrollment projections. Mr. Brad McCormack addressed by recapping the Chancellor’s projections and further explained their effect on budgeting. Dr. Mehdi Ressallat expressed a concern for a tuition increase but expressed that he would carry his remarks to next month’s meeting. Mr. Nathan Ujvari asked about the added costs associated with tuition and fees. Dr. Mehdi Ressallat submitted a question about the added cost of books and perhaps allowing students to “rent” books. Mr. Brad McCormack indicated that he would address the issue with e-follett.

J. President’s Advisory Council
Mr. Donald Plotts discussed the hierarchical relationships throughout the college, the budget planning cycle and the strategic plan. He then explained how they all fit into the overall planning cycle established for the college and its logical flow in preparation for the development of strategic initiatives. President Plotts asked the board to look these materials over in order to gain a better understanding of how all decisions fit into the overall running of the college and its strategic planning cycle.

IX. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:59 p.m. Dr. Pat Hightower made a motion and it was seconded by Ms. Edith Humphrey to adjourn to Executive Session to discuss personnel matters that affect specific personnel (the president’s performance evaluation). A roll call vote on the motion was approved unanimously by all members present.

Mr. Ron Davis- “yes”
Dr. Pat Hightower- “yes”
Mrs. Edith Humphrey- “yes”
Dr. Mehdi Ressallat- “yes”
Mr. Matt Smith- “yes”
Mr. Steve Stone- “yes”
Mr. Nathan Ujvari- “yes”
Dr. Ronald Walker- “yes”

Upon a motion made by Ms. Edith Humphrey seconded by Dr. Ronald Walker to end the Executive Session at 10:26 p.m., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously by all members present.

Mr. Ron Davis- “yes”
Dr. Pat Hightower- “yes”
Mrs. Edith Humphrey- “yes”
Dr. Mehdi Ressallat- “yes”
Mr. Matt Smith- “yes”
Mr. Steve Stone- “yes”
Mr. Nathan Ujvari- “yes”
Dr. Ronald Walker- “yes”

X. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, September 23, 2009 at 7:00 p.m. in the Patient Education Classroom of MedCentral Hospital (Mansfield)

XI. 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 Dr. Ronald Walker and seconded by Dr. Pat Hightower to adjourn the meeting at 10:57 p.m. and the motion carried unanimously.

Respectively submitted:

___________________________  __________________________
Mr. Stephen R. Williams, Recorder   Mr. Nathan D. Ujvari, Chair