

**North Central State College
Board of Trustees' Meeting
January 18, 2017**

I. CALL TO ORDER

The Chair, Ms. Linda Nelson called the meeting to order at 5:30 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:

Mr. Mark Masters
Dr. Dwight McElfresh
Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Mr. Steven Stone

Absent:

Ms. Janet Pry
Mr. Matthew Smith

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Mr. Koffi Akakpo, CFO; Dr. Karen Reed, CAO; Ms. Margaret Puckett was present representing the Faculty; Ms. Archie Miller and Mr. Victor Barnett were present representing Student Leadership; Mr. Mark Brunn was present representing The Ohio State University Mansfield Advisory Board; and Mr. Brian White was present to present the Campus District Plan.

IV. FOCUS OF THE MEETING – Ms. Linda Nelson

Ms. Linda Nelson explained that the primary foci of tonight's meeting will include: the installation of the new slate of officers for 2017 and discussion of the Celebration of Life in memory of Dick Taylor.

V. OATH OF OFFICE

The Board Recorder, Mr. Stephen Williams, administered the oath of office to Mr. Steven Stone who was being re-appointed to his locally appointed term for another three years.

VI. INSTALLATION OF OFFICERS

The Board Recorder, Mr. Stephen Williams, installed the slate of officers for 2017 by issuing the oath of executive office to: Ms. Elisabeth Morando as Chair and Ms. Pamela Mowry as Vice Chair of the North Central State College Board of Trustees.

As the newly appointed Board Chair, Ms. Elisabeth Morando thanked Ms. Nelson on behalf of herself and the other members of the Board for her service in the position of Board Chair for the past two years by presenting her a plaque to signify her accomplishment. Ms. Linda Nelson thanked all those who helped her during her term as Chair and expressed her delight in serving with such a caring group of civic-minded individuals and how much she looks forward to continuing her service on this Board.

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

A. Campus District Meeting Update – *Mr. Brian White*

Dr. Dorey Diab introduced Mr. Brian White who showed a presentation of the Campus Business District Town Center concept and design drawings as well as architect renderings of the proposed campus and town center areas.

B. Phi Theta Kappa (PTK) and Sigma Alpha Pi (SAP) Updates

Dr. Dorey Diab introduced PTK President, Ms. Archie Miller and PTK Vice President, Mr. Victor Barnett. Ms. Miller showed a presentation highlighting the many awards and activities of Phi Theta Kappa and Sigma Alpha Pi over the past year.

C. North Central State College Foundation Development and Update

Dr. Dorey Diab reported that Mr. Scott Heimann resigned his position as Executive Director of the College Foundation on January 6th. Dr. Diab discussed the current structure of the Foundation and the activities that are taking place to establish the recommended course of action for the Foundation.

D. State Legal Issues Symposium (January 13, 2017)

Dr. Dorey Diab reported that he attended the symposium along with Mr. Koffi Akakpo, Dr. Karen Reed, and Mr. Doug Hanuscin. The highlights of the symposium featured discussions and legislation related to “Guns on Campus,” “Public Records,” and the impact of opioids.

E. Other

Dr. Dorey Diab thanked all those Trustees and others who attended the Franklin University Graduation Ceremony where he was the keynote speaker and had the honorary degree of Doctorate in Community Leadership bestowed upon him.

VIII. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

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

A. Approval of Minutes for December 7, 2016 “Regular Meeting”

B. Consideration of Approval of Status Change – R-2017-01

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES
R-2017-01**

STATUS CHANGE

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

*BEGINNING January 5, 2017
Kelly Gray, Dean of Health Sciences
SALARY: \$87,000*

Explanation of Status Changes:

Kelly Gray moved from Assistant Dean of Health Sciences to Dean of Health Sciences.

C. Consideration of Approval of Employment of College Personnel – R-2017-02

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

R-2017-02

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 NOVEMBER 16, 2017

*Caroline Henry, Financial Aid Specialist
Associate of Applied Business, NCSC
SALARY: \$30,909/yr.*

BEGINNING JANUARY 4, 2017

*Susi Ally, Financial Aid Administrative Assistant
Associate of Applied Business, NCSC
SALARY: \$12.25/hr.*

BEGINNING JANUARY 4, 2017

*Scott George, Success Coach
Bachelors in Business Management, Franklin University
SALARY: \$34,014.78*

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2017-02

*Caroline Henry was hired as Financial Aid Specialist to replace Cindy Surgener.
Susi Ally was hired as Financial Aid Administrative Assistant to replace Joyce Bishop who retired.
Scott George was hired as Success Coach to replace Caree Bash who moved to Director of CCP.*

REGULAR AGENDA

A. Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty – R-2017-03

**CONSIDERATION OF APPROVAL OF CONTRACTS FOR
PROBATIONARY AND NON-PROBATIONARY FACULTY**

R-2017-03

BE IT RESOLVED: by the Board of Trustees of North Central State College, that approval is hereby given to the Administration of the College for the “memos of intent” issued to the following faculty, recommended without reservation, for renewal of contracts for the period stated below:

**THREE-YEAR NON-PROBATIONARY 9-MONTH CONTRACT
(August 2017 through May 2020)**

*Jennifer Adkins
Christine Barker
Karen Danielson
Dorie Ford*

*Doug Kranch
Janny Nauman
Vickie Rose
Michelle Slattery
Tonya Stanger
Anne Strouth
Justin Tickhill
William Urban
Gary Wood*

PROBATIONARY FOURTH-YEAR 9-MONTH CONTRACT

(June 2017 through May 2018)

Jesse Payne

PROBATIONARY THIRD-YEAR 9-MONTH CONTRACT

(August 2017 through May 2018)

*Lynn Jones
Christine Lynch
Ryan Miller*

PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT

(August 2017 through May 2018)

*Renda Cline
Emily Herold
Sara Marchak*

12-MONTH FACULTY CONTRACT (GRANT FUNDED)

(June 2017 through May 2018)

Dawn Fagan

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2017-03. Mr. Mark Masters seconded the motion and the motion carried unanimously.

B. Treasurer's Report for November 30, 2016 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending November 30, 2016. He stated that revenues for the month totaled \$3,809,538. Expenditures were \$1,202,843 leaving an excess of \$2,606,695. Year-to-date revenues totaled \$12,184,880. Year-to-date expenditures totaled \$5,807,362 leaving an excess of \$6,377,517. The Star Ohio month-end balance for November 2016 is \$1,024,634. Mr. Akakpo described the trends shown in the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators. 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 November 30, 2016. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

C. Treasurer’s Report for December 31, 2016 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer’s Report for the period ending December 31, 2016. He stated that revenues for the month totaled \$1,553,212. Expenditures were \$1,498,128 leaving an excess of \$55,084. Year-to-date revenues totaled \$13,767,142. Year-to-date expenditures totaled \$7,305,490 leaving an excess of \$6,461,651. The Star Ohio month-end balance for December 2016 is \$1,025,298. Mr. Akakpo described the trends shown in the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators. 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 December 31, 2016. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

D. Fiscal Year 2016-2017 Six-Month Analysis Presentation – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented to the Board an analysis of the first six months of the 2016-2017 Fiscal Year with a comparison of projections to actual figures and projections for the remainder of the fiscal year as well as other trends analysis.

IX. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Ms. Elisabeth Morando introduced Mr. Mark Brunn of the OSU-M Advisory Board and gave him the floor for some remarks. Highlights from Mr. Brunn’s update included:

- This year’s Leader Richland class will be 7th and 8th grade boys from area middle schools. The OSU-M Board is planning to do an activity similar to last year in their conveyance of a common message/area of leadership.
- Mr. Mark Brunn reported that Trustee, Dan Deville has been reassigned by his parent company and subsequently resigned from the OSU-M Board of Trustees. They are currently in the search of a replacement Trustee from local agencies.
- Mr. Brunn reported that they similarly received the presentation by Brian White of the Campus District Town Business Development plan “Concept rendering.”

X. POLICY GOVERNANCE

A. Discussion of Agenda Planning

Ms. Elisabeth Morando recapped the **Owner Connections** activities and called for recent

activities to share. Ms. Pam Mowry shared the passing of Senator Bill Harris’s wife and that the calling hours would be held on Thursday, January 19th. Ms. Elisabeth Morando advocated for the Celebration of Life for Mr. Dick Taylor on Friday who had recently passed away.

C. Board Policy Governance Training (IAW 02.70) – Ms. Elisabeth Morando

1. Policy Governance Rehearsal Scenarios –PolGov training includes 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. Ms. Linda Nelson led the rehearsal exercise for scenario 3.12 that asks “*Who makes the unpopular choices?*” *In the scenario, A school board is aware that the CEO is about to reduce the number of kindergarten hours that will be offered. It knows that some parents will be unhappy with this decision. 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 4.9 was led by Mr. Mark Masters.
3. Annual Emergency Executive Succession Statement. President Dorey Diab announced that in the case of emergency executive succession, Mr. Koffi Akakpo would be his first executive successor and Dr. Karen Reed would be his second executive successor.

XI. BOARD CHAIRPERSON REPORT- Ms. Elisabeth Morando

A. Follow-up to the OACC Governing Board Meeting (December 13th)

Ms. Elisabeth Morando called for a recap of the activity. Highlights of the meeting were discussions on Competency-Based Education (CBE), Prior Learning Assessment (PLA) and Open Resources from the Efficiency Report to help reduce the cost of an education for students and to help them reach completion faster. Dr. Dorey Diab of North Central State College will assume the lead on the task of Open Resources and work along with representatives from 14 other colleges. The total grant request is around \$800 thousand.

B. Follow-up to the Joint OSUM/NCSC Board Gathering (December 15th)

Ms. Elisabeth Morando called for a recap of the activity. Trustees commented that it was nice to have a concrete vision on shared capital projects. The projections suggested the beginning of something very exciting for both institutions as well as the local community.

C. 2017 Leadership Richland

Ms. Elisabeth Morando called for discussion of this year's Leader Richland activity. Discussion called for trustees wishing to participate in this year's activity. Ms. Elisabeth Morando expressed her desire to participate in one of the days. Mr. Roger Miller expressed that he and Ms. Janet Pry would likely participate together again this year as well. Others were encouraged to consider participating for whatever time they were able and interested in doing so and to be prepared to make a more solid commitment at the next meeting.

XII. EXECUTIVE SESSION

The Chair called for an Executive Session at 7:23 p.m. Dr. Dwight McElfresh made a motion and it was seconded by Ms. Linda Nelson to adjourn to Executive Session to discuss personnel matters relative to the College Foundation Executive Director. Ms. Morando explained that she did not expect any further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Mr. Mark Masters – “yes”
Dr. Dwight McElfresh – “yes”
Mr. Roger Miller – “yes”
Mrs. Elisabeth Morando – “yes”
Mrs. Pamela Mowry – “yes”
Mrs. Linda Nelson – “yes”
Mrs. Janet Pry – not present
Mr. Matt Smith – not present
Mr. Steve Stone – “yes”

At 7:51 p.m., the Chair, Ms. Elisabeth Morando declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

XIII. MEETING EVALUATION – Ms. Elisabeth Morando

Ms. Elisabeth Morando called for discussion of today's meeting. Trustees expressed their desire for fullest Trustee attendance as possible. Trustees expressed their appreciation for the great presentation on the Campus Business District Project by Mr. Brian White and that the meeting once again remained focused on the business of the agenda.

XIV. TIME AND PLACE OF NEXT MEETING

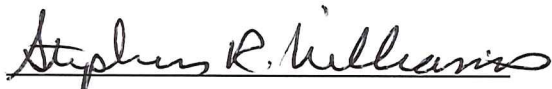
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, February 22, 2017 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

XV. ADJOURNMENT

The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board's consideration, the Board Chair, Ms. Elisabeth Morando declared the meeting adjourned 7:53 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair