

**North Central State College  
Board of Trustees' Meeting  
March 22, 2017**

**I. CALL TO ORDER**

The Chair, Ms. Elisabeth Morando 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  
Mr. Roger Miller (5:46pm)  
Ms. Elisabeth Morando  
Ms. Pamela Mowry  
Ms. Janet Pry  
Mr. Matthew Smith  
Mr. Steven Stone

**Absent:**

Dr. Dwight McElfresh  
Ms. Linda Nelson

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Mr. Koffi Akakpo, CFO; Dr. Karen Reed, CAO; Ms. Archie Miller, Ms. Ma'Tia Porter, Ms. Isabella Zhong and Student Leadership Advisor, Ms. Barb Keener were present representing Student Leadership; Mr. Michael Howard was present representing The Ohio State University Mansfield Advisory Board. Ms. Amanda Sheets, the new Manager of the Crawford Success Center was also present.

**IV. FOCUS OF THE MEETING – Ms. Elisabeth Morando**

Ms. Elisabeth Morando explained that the primary foci of tonight's meeting will include: The President's Report, the Required Approvals Agenda, ACCT Equity Award Nominations, the approval for the Conferral of an Honorary Degree, and an Executive Session to discuss Collective Bargaining.

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

## **A. Phi Theta Kappa (PTK) and Sigma Alpha Pi (SAP) Updates**

Dr. Dorey Diab introduced PTK President, Ms. Archie Miller to present the Phi Theta Kappa Update:

Ms. Miller delivered a Powerpoint presentation recapping the Phi Theta Kappa 2017 Ohio Region Awards Convention with the theme: “Diamonds in the Rough” that was hosted at North Central State College by our Beta Theta Eta Chapter. She began her presentation by presenting each of the Board Members with a sample participant bag that was given to each of the statewide PTK member in attendance at the Regional Convention. Following the presentation President Miller thanked the Board of Trustees for their support and sponsorship of the event T-Shirts that all participants received and the home chapter polos that distinguished the Beta Theta Eta members.

Ms. Ma’Tia Porter delivered the Update Report for Sigma Alpha Pi:

- -Since September 2016, we have recruited 188 members.
- -We are having weekly officer meetings on Thursdays.
- -We had the following video broadcasts:
  - 1) Curt Menefet
  - 2) Anderson Cooper
  - 3) Barbara Corcoran
- - We have had two leadership trainings
- - Our induction is on April 30<sup>th</sup> at the Kehoe Center at 2:00
- - We will be attending the Big Brother and Big Sister Bowlathon this Saturday from 2-4. We have raised \$115 so far, but our goal is \$250.
- - Isabella Zhong is leading a student project where they are going to create paintings of animals for the children at the Akron Children Hospital.
- Board Attendances
  - Gloria Huber
  - Isabella Zhong
  - Ma’Tia Porter
  - Brandi Gladden

## **B. North Central State College Foundation Development and Update**

Dr. Dorey Diab recapped the inductees to the NCO Hall of Excellence (Dave Williamson and Turner Funeral Home). The featured speaker for this year’s event is Chris Spielman. He reported that Dr. Dwight McElfresh and Ms. Janet Pry have agreed to serve on the Foundation Executive Director Search Committee. The search committee currently has 12 applicants for screening and consideration. The Emerald Club Campaign has a goal of

\$200K to \$225K and is currently at \$203K. The good news is that \$120K of that amount has been contributed to the unrestricted fund.

### **C. OACC Legislative Day & State Budget Discussions**

Dr. Dorey Diab recapped the highlights from the OACC Legislative Day and State Budget discussion that he attended with Dr. Dwight McElfresh. Key Budget topics included:

- Certificates (Ohio Opportunities Grant)
- The inequity of Freezing Tuition & Fees for community colleges
- The importance of State Share of Instruction
- Bachelor Degrees for Community Colleges in Applied Business

### **D. Introduction of Ms. Amanda Sheets, Manager of the Crawford Success Center**

Dr. Dorey Diab introduced Ms. Amanda Sheets who was recently hired as the Manager of the Crawford Success Center. Ms. Sheets provided some information on her background and aspirations for the Crawford Success Center moving forward.

### **E. Joint Advisory Committee Meeting (March 23<sup>rd</sup>)**

Dr. Diab informed the Board that in the past the Strategic Planning function has predominately come from input inside the institution. This year he is stepping up activities to bring in more strategic planning input from stakeholders outside the institution. He will be discussing strategic planning perceptions with members of the various Program Advisory Committees as well as key members of the community that he has invited to join them for this exercise. These results will form a basis for the report/recommendations he will bring to the Board at their Annual Planning Retreat on June 28<sup>th</sup>.

### **F. Other**

Dr. Dorey Diab reported that as part of their collaboration with The Ohio State University at Mansfield, there will be a presentation on the New Entrance Project held on March 29<sup>th</sup> at 10:00am in Riedl Hall. Any of the Trustees interested in learning more about this was invited and encouraged to attend.

## **VI. 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. Pamela Mowry and seconded by Mr. Matthew Smith and passing unanimously, the following items were approved:

**A. Approval of Minutes for February 22, 2017 “Regular Meeting”**

**B. Consideration of Approval Status Change – R-2017-05**  
*- Dr. Dorey Diab/Dr. Karen Reed*

**CONSIDERATION OF APPROVAL OF  
STATUS CHANGES**

**R-2017-05**

**STATUS CHANGE**

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

**BEGINNING February 12, 2017**

*Mary Rodriguez, Annual Giving and Alumni Engagement Officer*

**SALARY: \$38,343.38 to \$42,000.00**

*Explanation of Status Changes:*

*Additional duties resulting from downsizing of department. Title changed from Coordinator, Alumni and Business Relations*

**C. Consideration of Approval of Employment of College Personnel – R-2017-06**  
*- Dr. Dorey Diab/Dr. Karen Reed*

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

**R-2017-06**

**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 MARCH 13, 2017**

*Tracy Tenney, Kitchen Assistant*

**SALARY: \$9.50/hr**

**BEGINNING MARCH 21, 2017**

*Amanda Sheets, Operations Manager at the Crawford Success Center  
St. Leo University, Masters in Education  
SALARY: \$45,000*

**EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2017-06**

*Tracy Tenney was hired as Kitchen Assistant to replace Christina Jones.  
Amanda Sheets was hired as Operations Manager at the Crawford Success Center to replace  
Erin Stine.*

**D. Consideration of Approval of Contracts for Probationary and Non-Probationary  
Faculty – R-2017-07 - Dr. Dorey Diab/Dr. Karen Reed**

**CONSIDERATION OF APPROVAL OF CONTRACTS FOR  
PROBATIONARY FACULTY**

**R-2017-07**

**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:*

**PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT  
(Fall Semester 2017 through Spring Semester 2018)**

*Ted Chapman*

*Renda Cline*

*Jonathan DeWitt*

*Dawn Fagan*

*Emily Herold*

*Sara Marchak*

*Pamula Robison*

**REGULAR AGENDA**

**A. Consideration of Approval of Nominations for the 2017 Association of  
Community College Trustees (ACCT) Equity Awards – R-2017-08  
- Dr. Dorey Diab/Dr. Karen Reed**

**CONSIDERATION OF APPROVAL OF NOMINATIONS  
FOR THE 2017 ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT)  
EQUITY AWARDS**

**R-2017-08**

***WHEREAS:** the Board of Trustees of North Central State College believe it is fitting and proper to recognize the outstanding efforts and contributions of individual trustees, College Faculty and Staff when appropriate, and*

***WHEREAS:** such recognition for special service to the college and the community can be bestowed through nomination for state, regional and national awards, as such opportunities arise.*

***NOW, THEREFORE BE IT RESOLVED:** that the North Central State College Board of Trustees, takes pleasure in submitting the following nominations for the 2017 ACCT Equity Awards: Mr. Stephen R. Williams for the Professional Board Staff Member Award and, Dr. Dorey Diab for the Chief Executive Officer Award.*

***BE IT FURTHER RESOLVED:** that the Board authorizes Board Chair, Elisabeth Morando to cause the associated letters of support to be written on behalf of the North Central State College Board of Trustees.*

**ACTION TAKEN:** Mr. Matthew Smith moved for approval of resolution R-2017-08 Consideration of Approval of Nominations for the 2017 ACCT Equity Awards. Mr. Steven Stone seconded the motion and the motion carried unanimously.

**B. Consideration of Approval for the Conferral of the Honorary Degree of Associate of Applied Business – R-2017-09 - Dr. Dorey Diab**

**CONSIDERATION OF APPROVAL FOR THE CONFERRAL OF THE HONORARY  
DEGREE OF ASSOCIATE OF APPLIED BUSINESS TO  
LARRY J. OBHOF, JR.**

**R-2017-09**

***WHEREAS:** upon the recommendation of the president with the approval of the board of trustees the honorary degree of associate of applied science or applied business will be awarded to those outstanding individuals who have distinguished themselves within the community, as well as with North Central State College, and*

**WHEREAS:** *honorary degrees are typically awarded to a living individual who has achieved extraordinary distinction in a career that has affected the lives of others, particularly through scholarly achievement, through public service, or through philanthropy, and*

**WHEREAS:** *by awarding honorary degrees, North Central State College recognizes outstanding individuals whose accomplishments are of such excellence that they provide inspiration to our graduates, and in honoring such individuals, the College is honored as well, and*

**WHEREAS:** *Larry J. Obhof, Jr. has displayed the level of exemplary achievement deemed worthy of the singular recognition conveyed by the conferral of an honorary degree from North Central State College.*

**NOW, THEREFORE BE IT RESOLVED:** *that the North Central State College Board of Trustees, takes pleasure in conferring upon Larry J. Obhof, Jr. the Honorary Degree of Associate of Applied Business, honoris causa, as part of the May 12<sup>th</sup>, 2017 North Central State College Commencement Ceremony in accordance with the policy adopted under resolution 1978-08 for “Honorary Degrees.”*

**ACTION TAKEN:** Ms. Pamela Mowry moved for approval of resolution R-2017-09 Consideration of Approval for the Conferral of the Honorary Degree of Associate of Applied Business. Ms. Janet Pry seconded the motion and the motion carried unanimously.

### **C. Treasurer’s Report for February 28, 2017 – Mr. Koffi Akakpo**

Mr. Koffi Akakpo presented the Treasurer’s Report for the period ending February 28, 2017. He stated that revenues for the month totaled \$172,908. Expenditures were \$1,213,313 leaving a deficit of \$500,404. Year-to-date revenues totaled \$15,968,365. Year-to-date expenditures totaled \$9,730,837 leaving an excess of \$5,937,560. The Star Ohio month-end balance for February 2017 is \$1,026,600. 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:** Mr. Matthew Smith moved for approval of the Treasurer’s Report for the period ending February 28, 2017. Mr. Mark Masters seconded the motion and the motion carried unanimously.

## **VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT**

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

- The OSUM Nominating Committee is working to fill the loss of one Trustee plus their student trustee and are currently reviewing applicants.
- The OSUM Board appreciates collaborating in Capital Improvements across the campus with NCSC
- Vice Provost, Jennifer Cowley is leaving the university for a position at the University of North Texas.
- The OSUM Board conveys their appreciation for the efforts on the Black History Month activities
- Mr. Howard provided a recap of OSU President Drake’s visit to the Mansfield Campus
- The OSUM Board is looking forward to their participation in this year’s LeaderRichland activities.

## VIII. POLICY GOVERNANCE

### A. Discussion of Agenda Planning

Ms. Elisabeth Morando called for **Owner Connections** with recent activities to share.

Mr. Matthew Smith shared from his recent trip to India that there the cost of higher education is provided for by the state. He shared a higher education composition by Thomas Freedman entitled: How America Lost Its Way. Some key points include: partnering with local high schools; providing recognitions in teaching. Recognizing outstanding teaching at the high school level within the College recognition system. The best shot at improving the economy is through improving education.

Dr. Dorey Diab recapped the positive interaction they had at the recent OACC Legislative Day with reaching out to legislators from Ashland, Crawford and Richland Counties.

Ms. Pamela Mowry recapped the positive exposure the College received in Ashland County through winning the Education Category at the Ashland County Chamber of Commerce Membership Awards.

### 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. Mr. Matthew Smith led the rehearsal exercise for scenario 5.5 that asks “*Why are we Spending So Much Time Talking About This?*” In the scenario, *Certain board members are becoming frustrated by the fact that not enough board meeting time is being devoted to ends. What should they 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 2.3, 2.4, and 2.5 was led by Ms. Pamela Mowry.

**IX. BOARD CHAIRPERSON REPORT- *Ms. Elisabeth Morando***

**A. 2016 Financial Disclosure Statement Filing**

Ms. Elisabeth Morando reminded Trustees of the annual financial disclosure statement (FDS) filing deadline of Monday, May 15, 2017.

**B. 2017 Ethics Training Reminder & Group Training Discussion**

Ms. Elisabeth Morando called for discussion of alternatives available for Trustees to train together. Board Secretary, Mr. Stephen Williams, reported on a conversation he had with the Ohio Ethics Commission regarding the conduct of the module series online with an open session of all trustees as a way of fulfilling the training requirement of all trustees in attendance of the session. This method was deemed by the OEC to be permissible and a great way of encouraging open discussion of the principles governing ethical conduct in a variety of scenarios at a more in-depth level. Trustees were cautioned however, that if they wait until the group training activity and then must miss the meeting for some reason, they will be left to complete their training prior to the end of the year on their own.

**C. All-Ohio Academic Team Luncheon (April 20<sup>th</sup>)**

Ms. Elisabeth Morando called for discussion of upcoming recognition of our All-Ohio Academic Team recognition event. Dr. Dwight McElfresh, Ms. Linda Nelson, and Mr. Matthew Smith have indicated a desire to participate in this activity however, because seating is limited and each OACC College is only granted so many seats to ensure that each college has the opportunity for representation, it wouldn't be until close to the event that OACC could advise us on the number of seats we would have beyond our standard number. All efforts will be made to accommodate all those who wish to attend.

**D. 2017 ACCT Leadership Congress (Call for Presentations)**

Ms. Elisabeth Morando called for a recap of the presentation being considered for submission at this year's ACCT Leadership Congress. Mr. Steven Stone respectfully asked to withdraw his presentation for consideration at this year's event. His withdrawal was granted. Ms. Elisabeth Morando called for confirmation of those planning to attend the 2017 ACCT Leadership Congress. Those acknowledging attendance included: Ms. Pam Mowry, Ms. Linda Nelson, Dr. Dwight McElfresh, Mr. Steven Stone, Mr. Roger Miller, Ms. Elisabeth Morando and Mr. Matthew Smith

**E. North Central Ohio Hall of Excellence (Wednesday, April 19<sup>th</sup>)**

Ms. Elisabeth Morando reminded Trustees of the 2017 North Central Ohio Hall of Excellence event coming up on Wednesday, April 19<sup>th</sup>.

F. Alumni Graduation Picnic and Graduation Ceremony (May 11<sup>th</sup> & 12<sup>th</sup>)

Ms. Elisabeth Morando reminded Trustees of the Alumni Association's Graduate Picnic that will take place during lunchtime on May 11<sup>th</sup> (the Thursday prior to graduation). Trustees were also reminded of the Spring Graduation that will take place the evening of Friday, May 12<sup>th</sup> at the Campus Recreation Center)

**X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 6:57 p.m. Ms. Janet Pry made a motion and it was seconded by Mr. Roger Miller to adjourn to Executive Session to discuss Collective Bargaining Matters. 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 – not present  
Mr. Roger Miller – “yes”  
Mrs. Elisabeth Morando – “yes”  
Mrs. Pamela Mowry – “yes”  
Mrs. Linda Nelson – not present  
Mrs. Janet Pry – “yes”  
Mr. Matt Smith – “yes”  
Mr. Steve Stone – “yes”

At 7:08 p.m., the Chair, Ms. Elisabeth Morando declared the Executive Session concluded and the Regular Session resumed.

**REGULAR SESSION RESUMED**

**XI. MEETING EVALUATION – Ms. Elisabeth Morando**

Ms. Elisabeth Morando called for discussion of today's meeting. The Board relayed their desire to have all members present whenever possible. Policy discussion went very well. Kudos to the Students reporting. The Board desires to establish better means for connecting with the students through perhaps more notice of student happenings and opportunities to participate in activities with students whenever appropriate.

**XII. TIME AND PLACE OF NEXT MEETING**

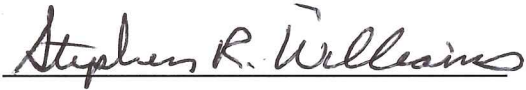
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, April 26, 2017 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

**XIII. 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 at 7:24 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair