

**North Central State College
Board of Trustees' Meeting
July 23, 2025**

I. CALL TO ORDER

This meeting was held in-person in room 164 of the James W. Kehoe Center in Shelby, Ohio. Trustee participation was seven in person.

Chair, Ms. Linda Nelson called the meeting to order at 4:09 p.m. in room 164 of the Kehoe 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 for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Ms. Kristin Aspin
Mr. Mark Masters
Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Linda Nelson
Mr. Steven Stone
Ms. Kimberly Winkle

Absent:

Ms. Duana Patton

Exempt:

Mr. Patrick Williams (IAW 10 U.S.C. §12302/38 U.S.C. §4312)

III. INTRODUCTION OF GUESTS

Board Chair, Ms. Linda Nelson asked President Dorey Diab to introduce the guests present. President Diab acknowledged the presence of: Dr. Kelly Gray, Vice President of Academic Services; Ms. Lori McKee, Vice President of Business Services; and Mr. Tom Prendergast, Executive Director for Strategic and Institutional Transformation.

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

Ms. Linda Nelson explained that the primary focus of tonight's meeting will be to tend to our Required Approval Agenda and our Policy Governance Agenda.

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

Dr. Dorey Diab explained that many of the elements of the President’s Report will be included as part of the Retreat and had nothing further to add.

VI. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

The Chair, Ms. Linda Nelson, presented the Consent Agenda and called for any items that should be removed from the consent agenda for further discussion. On a motion by Dr. Dwight McElfresh and seconded by Ms. Kim Winkle and passing unanimously, the following items were approved.

A. Approval of Minutes for May 28, 2025 “Regular Meeting”

B. Consideration of Approval of Status Change – *R-2025-23*

***CONSIDERATION OF APPROVAL OF
STATUS CHANGES***

R-2025-23

STATUS CHANGE

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

BEGINNING July 1, 2025

Jeffrey Everly

- *Jeffrey Everly is moving from IT Systems and Security Specialist to IT Systems and Security Administrator.*

BEGINNING July 1, 2025

Matthew Schwartz

- *Matthew Schwartz is moving from Analyst, Information Systems to Assistant Director, Information Systems.*

BEGINNING July 1, 2025

Laura Stackhouse

- *Laura Stackhouse is moving from Analyst, Institutional Research to Senior Analyst, Institutional Research.*

BEGINNING July 1, 2025

Rocket Whisler

- *Rocket Whisler is moving from Part Time Special Events Specialist to Full Time Special Events Specialist.*

C. Consideration of Approval of Employment of College Personnel – R-2025-24

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

R-2025-24

NEW HIRES

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

BEGINNING June 2, 2025

*Madison Boyer, Teacher Assistant Substitute, Child Development Center
North Central State College, Associate of Science, Medical Academy*

BEGINNING June 16, 2025

*Timothy Baumberger, Center Support Assistant, Crawford Success Center
Ohio State University, Bachelor of Science, Education
Ashland University, Certification, Special Education Instruction*

BEGINNING July 1, 2025

*Sara Woodruff, Nursing Lab Coordinator
Med Central College of Nursing, Bachelor's Degree, Nursing
Walden University, Master's Degree, Nursing*

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2025-24

Madison Boyer is hired as a Teacher Assistant Substitute at the Child Development Center.
Timothy Baumberger is hired as the Center Support Assistant at the Crawford Success Center to replace Hannah Young.
Sara Woodruff is hired as the Nursing Lab Coordinator.

REGULAR AGENDA

A. Treasurer's Report for May 31, 2025 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending May 31, 2025. She stated that revenues for the month totaled \$861,844. Expenditures were \$1,275,902 leaving a deficit of \$414,058. Year-to-date revenues totaled \$21,627,015. Year-to-date expenditures totaled \$16,037,967 leaving an excess of \$5,589,047. The Month End

Investment Balance for May 31, 2025 was \$14,503,244 (\$3,214,872 in Star Ohio and \$11,288,372 in Park National Bank). Ms. McKee described the trends that are demonstrated by the Tracking of the Monthly Cash Flow feature as well as the dashboard indicators.

ACTION TAKEN: On a motion by Mr. Steven Stone and seconded by Ms. Elisabeth Morando the item was approved with a unanimous vote.

Ms. Lori McKee – Addressed the status of the June Treasurer’s Report. Explained that due to the SAS system conversion in early May, there are still unresolved system issues. One major item is payroll posting: since the College pays two weeks in arrears, two July pay periods should be posted back to June, but this has not yet occurred. The missing payroll figures are substantial, so preliminary June numbers are being withheld until they are complete. The full report will be presented in August.

She noted a change from earlier budget projections. Previous estimates were based on a 2% increase in SSI funding and a \$5 per credit hour tuition increase per year. The final approved figures from the Senate and Governor are 1% SSI and a \$10 per credit hour tuition increase per year. Budget projections will be updated accordingly. She clarified that these budget adjustments relate to fiscal year 2026. Fiscal year 2025, which includes June 2025, is unaffected by the recent funding changes.

VII. POLICY GOVERNANCE

A. Discussion of Agenda Planning – Ms. Linda Nelson

1. Discussion of Policy Governance Policy 2.70 Agenda Planning Policy.

Board Chair, Ms. Linda Nelson called for discussion of policy governance policy 2.70 Agenda Planning Policy. She pointed out that this policy lays out a cycle that concludes each year on June 30th. Following this cycle, the college begins the new cycle with planning, budgeting, taking a look at the Ends statements for the coming year, ownership activities and Board training as well as conducting the routine business of the College. Policy 2.75 outlines the timeline for the CEO’s evaluation/remuneration. She explained that at the end of today’s activities, the Board will ascertain by vote, whether a majority of Board members felt that the individual monitoring reports have demonstrated fulfillment of a reasonable interpretation of the Board Ends and Executive Limitations policy expectations. Following a review of the agenda planning policy, the Board Chair asked for any questions with the agenda cycle as there was concern that the current date might cause a recurring issue that would prevent full Board participation. Discussion to continue at the August meeting when hopefully the full board is able to attend. The Board Chair continued the review of the Board’s Annual Calendar/Agenda for the 2025-2026 Academic/ Reporting Year.

2. Review of Actionable Items.

Board Chair, Ms. Linda Nelson reviewed the listing of Actionable Items which Included:

- a. Distribute Annual Self-Assessment Survey to Trustees in June for Board analysis and discussion at the annual planning retreat in July – This item was submitted prior to this meeting.
- b. Solicit Trustee meal preference from Panera Bread for July Annual Board Retreat. – This item was completed in preparation for the retreat.
- c. Hand deliver Annual Monitoring Report to Trustees in preparation for Annual planning Retreat. – This item was accomplished in preparation for the retreat.

2. Owners Connections.

Linda Nelson – Reported that Dr. Diab is working on broadband improvements for Richland County. Mentioned an article in the local newspaper about these developments, which are expected to benefit areas along Route 30. Shared a recent conversation with a community member experiencing issues with phone and internet service; explained how the planned “middle mile” installation across Route 30 could help, followed by a “last mile” connection provided by local companies.

Dwight McElfresh – Described having lunch at BW3’s in Ashland and meeting a new server who attended North Central but did not complete her degree. Learned she only has one class remaining and expressed intent to help her re-enroll and finish. Suggested providing her with a tuition voucher to support completion.

Elisabeth Morando Shared recent positive feedback about the College’s nursing program from community members at both Avita and OhioHealth. Also referenced a Foundation Board committee meeting where Chris reported on a new phlebotomy program being developed. Believes there is strong demand for the program, especially among adults seeking a career change or “act two,” rather than recent high school graduates. Anticipates the program will be well received.

3. Annual Board Self-Reflection Questionnaire Results for 2024-2025

Ms. Linda Nelson asked if all Trustees had the opportunity to review the Annual Board Self-Reflection Questionnaire results for 2024-2025? Overall, results are positive and reflected good basic operations, appreciation with the leadership of the CEO, appreciation for the Board training we go through each month, enlightenment with the importance of the Trustees role in advocacy.

VIII. BOARD CHAIRPERSON REPORT- *Ms. Linda Nelson*

A. Chancellor's Annual Trustee Conference (September 18, 2024 – Columbus, OH)

The Chair announced that the Chancellor's Annual Trustee Conference will be held on September 18 in Columbus. Registration information is typically sent via email; however, it has not yet been received. Once details are available, trustees are to notify Steve and Rory of their attendance. The Chancellor's office and the OACC will provide full event details as the date approaches.

B. ACCT Leadership Congress (October 22–26, 2024)

The Chair reminded the Board of the upcoming ACCT Leadership Congress. Trustees were encouraged to ensure their registration is complete. All but one trustee has registered to date; the remaining registration is pending.

C. Tax Resolution

A brief update was given on the tax resolution, with no new developments reported at this meeting.

IX. MEETING EVALUATION (IAW 02.16) – *Dr. Dwight McElfresh*

Board Chair, Ms. Linda Nelson called for a discussion on tonight's meeting evaluation. Trustees commented on ways to improve meeting effectiveness. Suggested that notes from the evaluation be documented for future reference. Agreed with the approach and expressed appreciation for the meeting's overall flow.

X. TIME AND PLACE OF NEXT MEETING

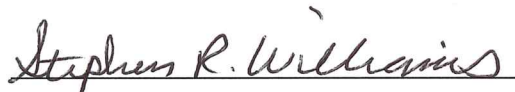
The next regular meeting of the Board of Trustees is scheduled for Wednesday, August 27, 2025 at 5:30 p.m. in the Board Meeting Room (the Gorman Room, 165-Fallerius).

XI. ADJOURNMENT

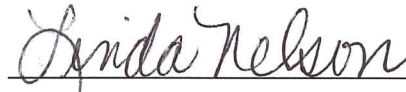
The Chair called for any additional information items.

ACTION TAKEN: As there was no further business or information items, the Board Chair, Ms. Linda Nelson declared the meeting adjourned at 4:31pm.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Linda S. M. Nelson, Board Chair