

North Central State College
Board of Trustees' Meeting
June 22, 2011

I. CALL TO ORDER

The Chair, Mr. Steven Stone called the meeting to order at 7:05 p.m. in the Fallerius Technical Education Center Board of Trustees conference room. At that time he asked all to rise and join him in reciting the pledge of allegiance followed by his reading of the Mission Statement for North Central State College.

II. ROLL CALL

The Recorder, Mr. Stephen Williams called the roll.

Present:

Dr. Dwight McElfresh
Dr. Mehdi Ressallat
Ms. Kimberly Singleton
Mr. Matthew Smith
Mr. Steven Stone

Absent:

Mr. Michael Carroll
Mrs. Edith Humphrey
Ms. Lydia Reid

III. INTRODUCTION OF GUESTS

President Donald Plotts introduced Ms. Chriss Harris, Ms. Lori McKee, Dr. Karen Reed and Ms. Betty Wells, representing the President's Staff; Ms. Beth Price and Ms. Nancy Kukay representing the Manager's Advisory Council; Ms. Lynn Dech and Ms. Susan Householder representing the Staff Caucus, and Ms. Ann Davies, Ms. Margaret Puckett, and Mr. Brad Hays representing the Faculty Association. Ms. Barb Keener and student Ms. Sarah Mendell were present representing the Beta Theta Eta chapter of Phi Theta Kappa; Mr. Tom Prendergast and Mr. Ken Ekegren were present to offer presentations to the Board. Mr. Jim Hull, Doug Hanuscin, Dr. Greg Timberlake and Attorney Rick Ross were present representing the Management Negotiations Team. Mr. Brad Peffley was present representing the NC State College Foundation.

IV. FOCUS OF THE MEETING

Mr. Steve Stone explained that the primary focus of tonight's meeting was to continue with the board self evaluation, establishment of ENDS policy baseline data, and to perpetuate the Board's Policy Governance work.

V. GOVERNANCE POLICIES – *Mr. Steve Stone*

A. Discussion of Nomination Committee (IAW 02.91)

Mr. Steven Stone called for the nomination committee report. Co-chair, Dr. Mehdi Ressallat reported that his conversation with the governor's office revealed that they had not made an appointment yet so he had nothing to report.

B. Board Self-Assessment (IAW 02.16)

Mr. Steven Stone distributed the board self assessment tally sheet. He encouraged all trustees to be sure to submit their assessment immediately following the meeting. Mr. Stone also informed the Board that he would be making the move to a survey monkey instrument rather than a paper mail-in evaluation form. Board Recorder, Mr. Stephen Williams, indicated that the instrument had already been developed and was ready for implementation. Mr. Stone asked the Board to look for the survey monkey instrument shortly following the meeting and to please provide timely response. He indicated that there would be further discussion of this instrument at the August regular meeting.

C. Campus Quality Survey Action Plan – *Ms. Betty Wells and Mr. Ken Ekegren*

Mr. Steven Stone explained that they delayed the discussion on the Campus Quality Survey last month so that others would have the opportunity to read the survey and draw their own conclusions prior to discussion. He introduced Ms. Betty Wells and Mr. Ken Ekegren to talk more about the action plan response to the survey. Ms. Betty Wells provided the background of the Campus Quality Surveys. She explained how the survey was in line with AQIP Systems Portfolio Category 5 "Leading and Communicating" and for this reason President Donald Plotts was deliberately excluded from having any role in the administration of the survey. She reported that the survey was responded to by 156 of the 214 employees the survey was issued to. While the participation lagged some in previous years, participation exceeded past performance in 2011. Mr. Ken Ekegren explained that as the facilitator of the Planning Advisory Council, he had been charged with taking the survey results and using them to devise a plan for improving the College. This adhoc committee was chaired by Mr. Mark Monnes, Director of Student Records. He and his committee, looked at those items that are already being worked on and identified those that are included in the Action Plans going into effect on July 1st of this year. From there, the committee will develop Action Plans for those items not covered in other Action Plans.

D. ENDS Policy Baseline Data – *Mr. Tom Prendergast*

Mr. Tom Prendergast explained that there are 23 metrics of items to be covered in the baseline data. He presented the baseline data for policy areas of Job Readiness and High Demand/Emerging Technologies. Mr. Prendergast explained that these metrics are designed to ensure that our students have exposure to success skills above and beyond the skills and knowledge that would be required in their individual field of study. These are the skills that all job seekers need to be successful in selling themselves and finding

employment in their chosen career path. President Donald Plotts distributed an handout of information and explained that the information was a response to an earlier question posed by Dr. Dwight McElfresh regarding the Diversity issue.

VI. EXECUTIVE SESSION

The Chair called for an Executive Session at 7:38 p.m. Dr. Dwight McElfresh made a motion and it was seconded by Ms. Kimberly Singleton to adjourn to Executive Session to discuss Collective Bargaining Strategy. A roll call vote on the motion was approved unanimously by all members present.

Mr. Michael Carroll – not present
Mrs. Edith Humphrey – not present
Dr. Dwight McElfresh – “yes”
Ms. Lydia Reid – not present
Dr. Mehdi Ressallat – “yes”
Ms. Kimberly Singleton – “yes”
Mr. Matt Smith - “yes”
Mr. Steve Stone - “yes”

Upon a motion made by Mr. Matthew Smith seconded by Ms. Kimberly Singleton to end the Executive Session at 8:26 p.m., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously by all members present.

Mr. Michael Carroll – not present
Mrs. Edith Humphrey – not present
Dr. Dwight McElfresh – “yes”
Ms. Lydia Reid – not present
Dr. Mehdi Ressallat – “yes”
Ms. Kimberly Singleton – “yes”
Mr. Matt Smith - “yes”
Mr. Steve Stone - “yes”

VII. REQUIRED APPROVALS AGENDA

A. CONSENT AGENDA

The Chair presented the Consent Agenda. On a motion by Mr. Matthew Smith and seconded by Dr. Dwight McElfresh and passing unanimously, the following items were approved:

1. Approval of minutes for May 25, 2011

2. Consideration of Approval of Employment of College Personnel – R-2011-27

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

R-2011-27

NEW HIRES

BE IT RESOLVED: by the Board of Trustees that the following faculty member is hereby awarded an employment agreement at the salary and dates stipulated below:

BEGINNING JUNE 21, 2011

Bradley Wood, PTA Faculty

Associate of Science, Physical Therapist Assistant

Bachelor of Health Science

SALARY: \$39,897 per year based on a 9-month contract

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

BEGINNING JUNE 20, 2011

Kelly Gray, Director of Nursing

Master of Science, Nursing

Bachelor of Science, Nursing

SALARY: \$72,000 per year based on a 1-year contract.

Explanation of new hires

Bradley Wood replaces Anne Bradley.

Kelly Gray replaces Janet Boeckman.

B. Treasurer's Report for May 31, 2011 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending May 31, 2011. She stated that revenues for the month totaled \$820,194. Expenditures were \$1,795,304 leaving a deficit of \$975,110. Year-to-date revenues totaled \$19,391,392. Year-to-date expenditures totaled \$18,230,958 leaving an excess of \$1,160,434. The Star Ohio month-end balance for May 2011 is \$2,515,624. Ms. McKee noted that there will be three payrolls in the month of June. Other highlights include: a. All other supplies show an increase due to the increase in testing in the Student Success Center and the new nursing TEAS V test. Instructional expenses reflect the PTA required state testing that is included as part of their lab fees, and the \$19,000 reflected in bad debt includes College Now.

ACTION TAKEN: Dr. Mehdi Ressallat moved for approval of the Treasurer's Report for the period ending May 31, 2011. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

C. Consideration of Approval of Tuition Increase – R-2011-28 – Ms. Lori McKee

CONSIDERATION OF APPROVAL OF TUITION INCREASE

R-2011-28

WHEREAS: *the Board of Trustees of North Central State College is committed to providing access to a high-quality and affordable education, and*

WHEREAS: *the State Share of Instruction (SSI) allocations for academic years 2011 and 2012 have been lowered due to reduced state revenue projections for the biennium, and*

WHEREAS: *the Ohio Board of Regents Chancellor has authorized Ohio public colleges and universities the option to institute a base tuition increase to offset part of the reduction in State Share of Instruction, and*

WHEREAS: *of the date of this action, the Ohio Board of Regents Chancellor has not set the precise standard of the maximum allowable per credit increase in base tuitions that institutions may consider.*

NOW, THEREFORE, BE IT RESOLVED: *that the Board of Trustees hereby authorizes the maximum allowable per credit hour increase in base tuition permitted as in the approved FY 2012-2013 State of Ohio Budget, not to exceed \$90.90 for the 2011-2012 academic year commencing Fall Quarter 2011.*

Ms. Lori McKee briefly recapped the previous discussion regarding the role the proposed tuition increase plays in the development of this year's budget. She also discussed the current developments at the state level that had determined there would be an allowable 3.5% tuition increase approved however, the option to also allow a tuition increase of up to a flat rate of \$200 was still pending approval. Ms. McKee explained that the resolution R-2011-28 would ask for the board's approval to set a tuition increase up to the maximum amount allowed under the restrictions set forth in the state budget bill once it is approved.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the resolution R-2011-28 Consideration of Approval of Tuition Increase. Mr. Matthew Smith seconded the motion and the motion carried with a vote of 4:1.

D. Consideration of Approval of 2011-2012 Budget – R-2011-29 – Ms. Lori McKee

**CONSIDERATION OF APPROVAL OF
2011-2012 OPERATING BUDGET**

R-2011-29

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2011-2012 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 2011-2012 Operating Budget of the College is hereby adopted as presented.*

Ms. Lori McKee briefly recapped the highlights of the budget proposal for 2011-2012 that was presented in some detail at the previous regular meeting on May 25, 2011. She noted that there were no changes to this budget proposal from that presented earlier but offered some additional clarification on a few key features. Mr. Matthew Smith asked about the status of the College's Senate Bill 6 ratio relative to this budget. President Donald Plotts addressed.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the resolution R-2011-29 Consideration of Approval of 2011-2012 Budget. Ms. Kimberly Singleton seconded the motion and the motion carried unanimously.

E. Consideration of Approval of College Personnel Employment Contracts
– R-2011-30 – Ms. Lori McKee

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

R-2011-30

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 2011-2012 budget under Resolution 2011-29*

Ms. Lori McKee introduced resolution R-2011-30 Consideration of Approval of College Personnel Employment Contracts and pointed out that since collective bargaining was still in progress with the North Central State Faculty Association, this resolution does not include the employment contracts for those members of collective bargaining unit until such a time that an agreement is reached.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the resolution R-2011-30 Consideration of Approval of College Personnel Employment Contracts. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

VIII. PRESIDENT'S REPORT – Mr. Donald Plotts

A. North Central State College Phi Theta Kappa Update – Ms. Sarah Mendell

Ms. Sarah Mendell reported that the fundraising activities of the Beta Theta Eta chapter have raised \$440 that will be awarded to two different scholarships to cover expenses for books. She also reported on the progress of their work at developing a student council for North Central State Students and announced that their first student council meeting would take place on June 27th.

B. North Central State College Foundation Update – Mr. Brad Peffley

Mr. Brad Peffley reported that the Foundation was sponsoring a press conference tomorrow (June 23rd) from 5:30 p.m. to 7:00 p.m. to formally announce the expansion and remodeling plan for the James W. Kehoe Center. All trustees were encouraged to attend as they were able. Mr. Peffley reported that Rock-n-Ribs was making finalizing plans but were still looking for volunteers in a couple hard to fill positions/shifts. Those who had not volunteered yet were encouraged to consider offering whatever assistance they were able to. Mr. Peffley introduced the 100 from 100 campaign designed to raise \$10,000 for the expansion of the highly successful Urban Center. He also outlined some additional contribution asks that were pending toward the Open Doors Capital Campaign.

C. DEI President's Meeting/Achieving the Dream Institute – Mr. Donald Plotts

President Donald Plotts explained that the DEI President's meeting was a required activity for each of the 15 DEI institutions. Mr. Plotts was one of 3 Presidents in attendance from the state of Ohio. Key highlights of the institution that Mr. Plotts was asked to present included: the success of the Tutoring Center, the Solutions program, and the success of the Math Bootcamp.

D. Chief Finance Officer Search Update – Mr. Donald Plotts

President Donald Plotts announced that they had narrowed the field down to six candidates and President Plotts was going to conduct phone interviews before determining whether to bring these candidates to the campus or not. He reviewed the credentials of the six candidates.

E. Supplemental Information

President Donald Plotts asked the Board if they had any questions regarding any of the supplemental information. The Board responded that they did not.

IX. BOARD CHAIRPERSON REPORT- Mr. Steven Stone

A. OSU-M Board Meeting Recap (June 17th)

Since there was no board member able to attend the June 17th meeting of the OSU-M Board meeting and no trustee from OSU-M able to attend this meeting of the NC State Board, there was no report. Mr. Steven Stone called for a representative for the OSU-M August 20 meeting. With no representative named at this time, the board asked the board recorder to send an email of inquiry for the August 20th meeting closer to the meeting date for additional consideration.

B. Board of Trustees Meeting Dates for 2012 – *Mr. Steven Stone*

Mr. Steven Stone called for discussion on the setting of meeting dates for 2012. Mr. Stone suggested considering the importance of a meeting date in February. Following some discussion, the board recommended moving the January 2012 meeting date to January 18th and dropping the February meeting date.

C. Recap of the OACC Annual Spring Conference

Mr. Steven Stone called for a recap of the highlights from the OACC Annual Spring Conference. Highlights included: 1) the Governance Institute for Student Success was summarized for those unable to participate along with Chancellor Petro's comments, 2) Recapped the report and powerpoint presentation done by the Clements Group (Mr. Steven Stone indicated that he would like to incorporate some of this information into the board's July retreat, 3) There was a new trustee orientation exercise that proved to be very useful, 4) On July 1, 2011, Mr. Matthew Smith will become the Chair of the OACC Board of Trustees.

D. ACCT Leadership Congress (October 12-15, Dallas, TX)

Mr. Steven Stone called for a confirmation of those planning to attend the ACCT Leadership Congress. Attendance was acknowledged by: Mr. Matthew Smith, Mr. Steven Stone, Dr. Dwight McElfresh, and Dr. Mehdi Ressallat.

E. 2011-2012 Link and Learn

Mr. Steven Stone called for a discussion of Link and Learn activities for the coming year. There was interest from the board in conducting a joint board function to encourage more interaction with the members of the board of trustees from Ohio State University – Mansfield.

F. Rock-n-Ribs (July 14, 15, and 16)

Mr. Steven Stone reminded the board of the event coming up and encouraged all trustees to show their support by doing what they can to attend and/or volunteer.

G. Summer Board Retreat

Mr. Steven Stone called for discussion on setting a date for the July board retreat. Following some discussion on agenda topics, the board set the retreat for July 30th from 8:00 a.m. to 12:00 p.m. at the Kehoe Center in Shelby.

H. Chancellor's "In-person" Trustee Conference (August 11th)

Mr. Steven Stone reminded trustees of the Chancellor's upcoming Trustee Conference and encouraged trustees who were planning to attend and had not already done so, to visit the website linked on the announcement to register themselves as they are able to attend.

I. Recap of the OACC Annual Spring Conference

Mr. Steven Stone offered discussion on a student success program that Dr. Mehdi Ressallat picked up. Dr. Ressallat stated that trustees should use this opportunity to see what other colleges are doing as they attend these national meetings. Dr. Ressallat recapped a program he saw recently where high achieving students in high school would receive some kind of scholarship to encourage them to come to our college. He referenced the Jacke Cooke Foundation Scholarship. Students may come to North Central State College as part of a pathway to a larger college. This is particularly appealing when a 2-year joins with a 4-year on a joint campus because it can lead to a 3-year pathway to a 4-year (Bachelor's) degree.

J. Other

The trustees present commented on the commencement exercises held for the graduating class of 2011 and offered their Kudos to the Faculty of North Central State College for their outstanding efforts in helping so many students reach their goals.

X. MEETING EVALUATION – *Mr. Steven Stone*

Mr. Steve Stone reminded the Board that the meeting evaluation for the June 22 meeting will come to them via Survey Monkey. He encouraged trustees to review questions #5-10 – 15 as they were the ones receiving the lowest marks and questions #3 – 7 – 9 – 19 as they were the ones receiving the highest marks. He will consider including some additional results at the July board retreat as time may be available.

XI. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, August 24, 2011 at 7:00 p.m. in the Fallerius Building Board of Trustees Conference Room.

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 Dr. Dwight McElfresh to adjourn the meeting at 9:25 p.m. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

Respectively submitted:



Mr. Stephen R. Williams, Board Recorder



Mr. Steven G. Stone, Chair