

North Central State College
Board of Trustees' Meeting
February 26, 2003
Minutes

I. CALL TO ORDER

The Chairman called the meeting to order at 7:00 pm

II. ROLL CALL

The Secretary called the roll.

Present: Dr. Lucille Ford
Ms. Edie Humphrey
Dr. Linda Kafer
Mr. James Kehoe
Dr. Mehdi Ressallat
Mr. Matthew Smith
Absent: Mr. Russell Wiseman

III. INTRODUCTION OF GUESTS

Dr. Abrams introduced and welcomed Paul Sukys, Faculty as a guest and Dr. Dale Doty, Chair of the Engineering Technology Division. He added that Dr. Doty will be giving a presentation on the IST program.

IV. PRESENTATION

Dr. Dale Doty thanked the Board of Trustees for the opportunity to speak to them. He began the presentation by stating that we received a grant for the Integrated System Technology Training Center with a structure created by Caterpillar. Those collaborating with the Center and grant are : Ohio Job and Family Services, Department of Labor, Amatrol, Buckeye Education System, and Community Colleges. He added that we are one of four colleges fortunate enough to have received the grant and participate in the program. Dr. Doty shared that we are creating individuals who can keep production equipment running including areas of : electronics, hydraulics, mechanics, plumbing, and PLC's. After training, the person should be able to repair all of those areas. The program is an innovative structure as it is: open entry –open exit, self paced, individualized, task based, computer multi-media instruction, and hands on. The program consists of 200 hours using real industrial equipment. He added that we have \$1 M in equipment and \$180 K from Job and Family Services to train 72 displaced workers. Richland County opened the training opportunity to other County Job and Family Service agencies. Dr. Doty stated that we currently have 17 individuals in the program, 16 from Richland County and 1 from Crawford County. Dr. Doty concluded his presentation by offering to answer any questions the members might have. Dr. Abrams added that it is our goal to turn the program into a credit program which will present its challenges in the academic environment.

V. APPROVAL OF MINUTES

The Chair called for questions or comments regarding the minutes of the January 22, 2003 meeting. Hearing none, she called for a motion to approve the minutes as submitted. Ms. Edie Humphrey moved to approve the January minutes seconded by Dr. Lucille Ford. The Chair declared the minutes approved as submitted.

VI. TREASURER'S REPORT

Mr. Bill Miller presented the Treasurer's Report for the period ending January 31, 2003. He stated that revenues for the month totaled \$1,504,592. Expenditures were \$1,302,563 leaving an excess of \$202,028. Year-to-date revenues totaled \$10,966,623. Year-to-date expenditures totaled \$8,397,985 leaving an excess of \$2,568,638. The StarOhio month-end balance is \$1,873,791.

ACTION TAKEN: Mr. James Kehoe moved approval of the Treasurer's Report for the month ending January 31, 2003. Mr. Matt Smith seconded the motion and the motion carried unanimously.

VII. NEW BUSINESS

A. Personnel Report

- Mr. Bill Miller presented Resolution R-2003-04 - Consideration of Approval of Employment of College Personnel.

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

R-2003-04

NEW HIRES

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

BEGINNING JANUARY 27, 2003

***Kimberly McPeek, Accounting Clerk I/Cashier, Controller's Office
SALARY: \$1,733.33 per month based on 12 months***

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2003-04

Kimberly McPeek, Accounting Clerk I/Cashier, Controller's Office, replaces Jill King.

ACTION TAKEN: Dr. Lucille Ford moved approval of Resolution R-2003-04. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

B. Consideration of Approval of Status Change

- Mr. Bill Miller presented Resolution R-2003-05 - Consideration of Approval of Status Change

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2003-05

STATUS CHANGES

BE IT RESOLVED: by the Board of Trustees that the following non-academic professional staff are hereby awarded a status change and employment agreement at the salary and dates stipulated below:

BEGINNING FEBRUARY 16, 2003 AND ENDING JUNE 30, 2003

***Jill King, Family Resource Specialist/Child Development Center
SALARY: \$10,290.78 prorated from \$27,442.00 for a fiscal year***

EXPLANATIONS OF STATUS CHANGES FOR RESOLUTION R-2003-05

Jill King, Family Resource Specialist/Child Development Center, replaces Amy Eldridge. Jill was formerly the Accounting Clerk I/Cashier in the Controller's Office.

ACTION TAKEN: Mr. James Kehoe moved approval of Resolution R-2003-05. Mr. Matt Smith seconded the motion, and the motion carried unanimously.

C. Consideration of Approval of 2002-2003 Operating Budget

- Mr. Bill Miller presented Resolution R-2003-06 - Consideration of Approval of 2002-2003 Operating Budget. Mr. Miller distributed Budget Amendment # 2 which he stated is different than the one in the current packet. The updated version actually shows the 2 ½ % State budget cut and is reflected in the State Share of Institution and the Access Challenge funds. He also shared that the student tuition and fees make an assumption of a 5% enrollment increase for spring.

**CONSIDERATION OF APPROVAL OF 2002-2003
OPERATING BUDGET AMENDMENT #2**

R-2003-06

WHEREAS: *North Central State College has reviewed its 2002-2003 Operating Budget revised revenue and expenditure projections, and*

WHEREAS: *based upon this review, North Central State College needs to amend its 2002-2003 Operating Budget, and*

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2002-2003 Operating Budget Amendment #2, and*

WHEREAS: *the Board of Trustees approves the income and allocation of payroll and non-payroll expenditures of this budget amendment.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2002-2003 Operating Budget Amendment #2 of the College is hereby adopted as presented*

ACTION TAKEN: Mr. Matt Smith moved approval of Resolution R-2003-06. Mrs. Edith Humphrey seconded the motion, and the motion carried unanimously.

D. Consideration of Approval to Rescind Resolution R-1990-35 – Course Options for Students Called to Active Duty in the Military

- Mr. Mark Collins presented Resolution R-2003-07 - Consideration of Approval to Rescind Resolution R-1990-35 – Course Options for Students Called to Military Duty. He added that due to changes in Federal Financial Aid, our policy from 1990 is not consistent with the new regulations. As written, the policy could have a negative effect on students called to active duty. The new policy coincides with the Federal Regulations.

**CONSIDERATION OF APPROVAL TO RESCIND RESOLUTION 1990-35,
POLICY REGARDING “COURSE OPTIONS FOR STUDENTS
CALLED TO ACTIVE DUTY IN THE MILITARY”**

R-2003-07

WHEREAS: *The current college policy regarding “Course Options for Students Called to Active Duty in the Military” does not accommodate issues related to current federal financial aid regulations, and*

WHEREAS: *The college desires to adopt policies that do not create unnecessary hardships for students.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees of North Central State College that Resolution 1990-35 be rescinded effectively immediately.*

ACTION TAKEN: Ms. Edith Humphrey moved approval of Resolution R-2003-07. Mr. Matt Smith seconded the motion, and the motion carried unanimously.

E. Consideration of Approval of Policy for Students Called to Active Military Duty

- Mr. Mark Collins presented Resolution R-2003-08 - Consideration of Approval of Policy for Students Called to Active Military Duty.

***CONSIDERATION OF APPROVAL OF REVISED POLICY ON
“COURSE OPTIONS FOR STUDENTS CALLED TO ACTIVE DUTY
IN THE MILITARY”***

R-2003-08

WHEREAS: A number of students enrolled in courses and programs at North Central State College are members of the military reserve/national guard, and

WHEREAS: It is deemed necessary and proper to make special provisions for these students in the event that they are called to active duty.

NOW, THEREFORE, BE IT RESOLVED: by the Board of Trustees of North Central College that the revised policy on “Course Options for Students Called to Active Duty in the Military” be hereby adopted, effective immediately.

ACTION TAKEN: Dr. Lucille Ford moved approval of Resolution R-2003-08. Mr. James Kehoe seconded the motion, and the motion carried unanimously.

VIII. BOARD CHAIR’S REPORT

OSU-M Dean Search – Dr. Linda Kafer shared that she attended the first OSU-M Dean search meeting held on February 25, 2003. She felt that this was a positive move on the part of OSU-M and encouraged other board members to attend future meetings. She added that the presentation was well prepared and the private time with the candidates was beneficial. Dr. Ford, Mr. Smith, and Ms. Humphrey indicated that they plan to attend the upcoming presentations.

March 1, 2003 Retreat – Dr. Linda Kafer reminded members about the retreat on Saturday, March 1, 2003 beginning at 8:00 a.m. She distributed reading packets to the members to review prior to the meeting.

New Trustee Institute – The chair reported that she, Mr. Matt Smith, and Dr. Mehdi Ressallt attended the New Trustee Institute on February 10th and 11th. She felt it was informative and added that she found the networking very beneficial. She also attended the morning breakout sessions and found them helpful. Dr. Ressallat and Mr. Smith shared information about the afternoon break out sessions which they also felt to be informative. Mr. Smith commented that, as a new board member, the institution was very beneficial. The members all found Governor Taft’s luncheon presentation to be interesting.

Public Governance Workshop- Dr. Kafer distributed brochures regarding an upcoming workshop and encouraged members to consider attending.

IX. PRESIDENT'S REPORT

Financial Disclosure Statements – Dr. Abrams reminded the Board to send their Financial Disclosure statements to the College by March 31, 2003 so we can cut a check and submit to the Ohio Ethics Commission prior to the April deadline date. Late submissions will result in a hefty penalty fee.

Low Powered Radio Station – The President reminded the Board that late last summer we received a license from the FCC to operate a Low- Powered Radio Station as a part of our Multi Media Program. He shared that we will begin to order the equipment for the station as part of the Kehoe Phase II renovation. Mike Williams and Matthew Cupach are spear-heading the program and have a number of students involved in the preparation. They hope to have the station operational by summer.

State Budget Outlook – Dr. Abrams reported that in addition to working on an amended budget that reflect the cut back, he and Bill Miller have been reviewing a number of areas looking for cost savings.

As points of information he shared several comparison charts with the board. The first was Student Revenue Compared to Local Contribution Assumption and State Support (per FTE). He commented that the state is making an assumption that there is a local contribution which is not an accurate assumption. As the State increases that assumption the budget becomes more of a challenge. The second comparison the President shared was the Ohio Board of Regents Funding-State Share of Instruction/Access Challenge. The report shows that funding has decreased considerably over the last five years. The third comparison shared was the Ohio Board of Regents Funding – State Share of Institution/Access Challenge to Funded at actual FTE increase. He shared that the state actually funds at a reduced level. If we were funded at actual we would have received \$2,146,297 in additional revenue.

Lastly, the President shared the comparison Fund Balance and Senate Bill 6 commenting that, in spite of these factors, we have been able to maintain our financial integrity. He added that as we begin to build a new budget we are being cautious. We could receive another budget cut and will no doubt experience tuition caps. Regarding tuition, he shared that he would like to stay as close to the proposed cap as possible. We have the 2nd lowest tuition of technical colleges in the state, which is good, but it can hinder us. Dr. Abrams also stated that he would like to further discuss budget constraints, which could include a workforce reduction. Currently, we have a policy for reducing faculty, however the procedure is prohibitive. We do not have such a policy to address staff reductions. He added that we may draft new policies and bring to the board for approval so that we are prepared. He stated that we may also need to re-think our scholarship awards and a possible program reduction. Concluding, he shared that he will continue to keep the board informed.

Custodial Services Proposal – The President reported that he was approached by OSU–M maintenance and their union representative regarding the custodial service for both facilities. They would like to take the custodial workers back under the union. They believe they can do the work better and cheaper. Dr. Abrams asked to see a proposal of such.

Board Appointment Status – Dr. Abrams reported that after numerous contacts with the Governor’s office, we have not received notification regarding the re-appointment of Ms. Edith Humphrey or the newly appointed members Mr. Robert Konstam and Mr. James Weiss.

Internal Environment Report Presentation – The President shared that he forwarded the preliminary report from the Gardner Shaw Group following the Focus Groups to the Board for review. Within the next week or two, surveys will be distributed to the employees for completion and returned directly to the survey company for tabulation. They will then be sent to Gardner Shaw for review and recommendation. The consultants will be on campus on May 8, 2003, Faculty Professional Development Day, to present the findings and recommendations to the employees. Dr. Abrams shared that he would like the board to meet with the consultants on the evening of May 7, 2003.

OTHER

Dr. Abrams shared with the Board that NC State College will co-host the 2003 COMBASE conference with Cuyahoga Community College. The conference will be held on September 11-13, 2003 in Cleveland, Oh. More information will follow.

The President also shared that Ken Ekegren NC State Faculty received National Recognition in the Community College times. Ken received honorable mention for the David E. Pierce Technology Award receiving \$1500.00 from Microsoft. An article is also being sent to the Mansfield News Journal.

X. EXECUTIVE SESSION

Dr. Linda Kafer called for an Executive Session at 8:30 pm to discuss Personnel Matters and the President’ Evaluation Report with no action to follow. Ms. Edith Humphrey made a motion seconded by Dr. Lucille Ford to adjourned to Executive Session. A roll call vote on the motion was approved unanimously

Dr. Lucille Ford – “yes”
Mrs. .Humphrey – “yes”
Dr. Linda Kafer – “yes”
Mr. James Kehoe – “yes”
Mr. James Smith – “yes”
Dr. Mehdi Ressallat – “yes”

Upon a motion made by Dr. Lucille Ford seconded by Mr. Matt Smith to end the Executive Session at 9:08 p.m. and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously.

Dr. Lucille Ford – “yes”
Mrs. .Humphrey – “yes”
Dr. Linda Kafer – “yes”
Mr. James Kehoe – “yes”
Mr. James Smith – “yes”
Dr. Mehdi Ressallat – “yes”

The regular meeting of the North Central State College Board of Trustees was declared reconvened.

XII. TIME AND PLACE OF NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Wednesday, March 26, 2003, at 7:00 p.m. in Room 168 of the Fallerius Technical Education Center.

XIII. ADJOURNMENT

The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring Board action, a motion was made by Ms. Edith Humphrey, seconded by Mr. Matt Smith to adjourn the meeting at 9:10 p.m. The motion carried unanimously.

Respectively submitted:
Marsha K. Danhoff

Dr. Linda Kafer, Chairperson