

North Central State College
Board of Trustees' Meeting
March 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
Dr. Linda Kafer
Mr. James Kehoe
Dr. Mehdi Ressallat
Mr. Matthew Smith
Mr. Russell Wiseman

III. INTRODUCTION OF GUESTS

Dr. Abrams introduced Diane Hipsher, Phi Theta Kappa Advisor and Sandy Mahl, candidate for International Division I Vice President. He shared that Diane and the PTK members recently returned from regional competition winning numerous awards. The President then introduced Sandy Mahl and shared that Sandy would be giving a presentation on "The Kaizen Approach to Health" to the Board members. Ms. Mahl thanked the Board for the opportunity to speak before them, prior to her competition at the nationals.

IV. APPROVAL OF MINUTES

The Chair called for questions or comments regarding the minutes of the February 26, 2003 meeting. Hearing none, the Chair declared the minutes approved as submitted.

VI. TREASURER'S REPORT

Mr. Bill Miller presented the Treasurer's Report for the period ending February 28, 2003. He stated that revenues for the month totaled \$2,164,781. Expenditures were \$1,380,742 leaving an excess of \$784,039. Year-to-date revenues totaled \$13,132,851. Year-to-date expenditures totaled \$9,783,556 leaving an excess of \$3,349,295. The StarOhio month-end balance is 1,875,571.

ACTION TAKEN: Mr. Matt Smith moved approval of the Treasurer's Report for the month ending February 28, 2003. Mr. James Kehoe seconded the motion and the motion carried unanimously.

Mr. Matt Smith asked if we were aware of additional cuts from the State? Mr. Bill Miller and Dr. Abrams communicated that there has been an indication that funding will be flat or level. They added, however, that this is yet to be determined.

VII. NEW BUSINESS

A. Personnel Report

- Mr. Bill Miller presented Resolution R-2003-09 - Consideration of Approval of Employment of College Personnel.

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2003-09

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 FEBRUARY 25, 2003

Scott R. Shepherd, Custodian

SALARY: \$1,516.67 per month based on 12 months

BE IT FURTHER RESOLVED: by the Board of Trustees that the following Child Development Center staff are hereby awarded the prescribed salary at the beginning dates stipulated below:

BEGINNING FEBRUARY 28, 2003

Michelle Herrell, Part-Time Kitchen Assistant/Child Development Center

SALARY: \$6.74 per hour based on 20 hours per week

BEGINNING MARCH 17, 2003

Melissa O'Connell, Early Childhood Specialist, Child Development Center

SALARY: \$1,592.17 per month based on 12 months

BE IT FURTHER RESOLVED: by the Board of Trustees that the following part-time classified staff are hereby awarded the prescribed salary at the beginning dates stipulated below:

BEGINNING MARCH 24, 2003

Mary Stephan, Part-Time Disability Services Assistant/Student Success Center

SALARY: \$8.49 per hour based on 20 hours per week

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2003-09

Scott R. Shepherd, Custodian, replaces William Bland.

Michelle Herrell, part-time Kitchen Assistant, replaces Shirley Palmateer.

Melissa O'Connell, Early Childhood Specialist, replaces Starrlynn Pickens.

Mary Stephan, part-time Disability Services Assistant, replaces Lucille Dailey.

ACTION TAKEN: Dr. Lucille Ford moved approval of Resolution R-2003-09. Mr. Russ Wiseman seconded the motion and the motion carried unanimously.

B. Consideration of Approval of Status Change

- Mr. Bill Miller presented Resolution R-2003-10 - Consideration of Approval of Status Change.

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

R-2003-10

STATUS CHANGES

BE IT RESOLVED: *by the Board of Trustees that the following 9-month faculty are hereby awarded a status change at the salary and dates stipulated below:*

BEGINNING MARCH 31, 2003 AND ENDING JUNE 16, 2003

Randy Storms, Assistant Professor/Electronic Engineering

SALARY: \$13,546.00 prorated from \$40,638.00 for an academic year

EXPLANATION:

Randy Storms, formerly a Corporate Services Instructor, replaces Tom Ruggles.

ACTION TAKEN: Mr. Russ Wiseman moved approval of Resolution R-2003-10. Mr. Matt Smith seconded the motion, and the motion carried unanimously.

C. Update of Building Renovations

- Mr. John Harkness reported that the Kehoe Center Renovations are moving along very well. The 2nd floor will be completed in April and the other renovations will be finished in late May or early June. He added that we are running well within budget. He then reported that the Fallerius renovation project is behind schedule. The Board of Regents and the Ohio Office of Budget and Management request to release funds were held up two weeks. He added that there is also a new regulation regarding drug free workplace which not only requires that we have documentation regarding our commitment to a drug

free workplace, but that we also have an ongoing plan within the organization. Mr. Harkness shared the renovation plan layout and design with the Board. The project schedule calls for 180 days which will require us to make alternate plans for classes as we begin the Fall quarter.

VIII. BOARD CHAIR'S REPORT

Governance Workshop Discussion – Dr. Linda Kafer discussed the Board Governance model presented to the Board at the retreat in February. She sought Board input regarding the workshop and the governance model. Mr. Russ Wiseman commented that he felt it to be one of the most exciting presentations during his twelve years on the Board and supports the governance model. Dr. Kafer shared that she has heard both pro and con from the members and urged individuals to share their insight. Dr. Ressallat agreed that the Board should be overseers as the governance model describes. Mr. Smith commented that the model is a good one, not only for education, but for other sectors as well. He added that we need a blueprint to work from and believes we are poised to make this transition. Dr. Abrams shared that the model reinforces our goals and he agrees that we are positioned for the change. Dr. Abrams shared information on the Carver Governance Model where members could order resource reading material. Dr. Kafer agreed that this is where the Board needs to be and that they have drifted from that position. She felt that if we move forward with this model the monthly meetings will change making more time for planning. She also shared that Edie Humphrey provided positive input about the model as well and advised that we take it step by step. Dr. Kafer suggested that the Board chair from Clark State Community College, where the model has been implemented, be invited to the next meeting to share their experience. The members agreed that this would be beneficial.

Special Board Meeting – May 7, 2003 – Dr. Linda Kafer reminded members that the Gardner Shaw group will be making a presentation to the Board members to share the results of the internal environmental assessment. Dr. Abrams reminded the board that the compilation of the focus group interviews were distributed to members last month. The internal survey was distributed to employees, returned to the vendor for tabulation, and will be forwarded to Gardner Shaw for review and recommendation. Dr. Abrams felt it important to share with the Board of Trustees on May 7, 2003 and the full college body on May 8, 2003 during professional development day. Dr. Kafer asked members to mark their calendars to meet on May 7, 2003 @ 7:00 pm in Room 168-T.

IX. PRESIDENT'S REPORT

Board Appointment Status – Dr. Abrams reported that we received notice that Edie Humphrey has been reappointed to the Board and that we should receive word about the other two candidates, Mr. Robert Konstam and Mr. James Weiss, by Friday, March 28, 2003.

Board Appreciation Dinner – Dr. Abrams reminded the members to mark their calendars for the Board Appreciation dinner to be held on May 9, 2003 at the Kehoe Center in Shelby. He added that we will invite the new members.

Budget Issues – The President reported that the current news is not as bad as originally stated. We are continuing to plan and look ahead and recently met with the Faculty and Staff to discuss the challenges. He commented that he will be seeking a group of about 10 individuals representing a cross section of the college to begin the budget planning.

Dr. Abrams then shared that March 15, 2003 was the deadline for the College to notify our probationary faculty about the continuation of their contracts. Given the current budget situation, and planning for the worst case scenario, we notified those faculty on probation (about 14 members) that they may not be reappointed. Mr. Mark Collins spoke to each member individually prior to the mailing. Dr. Abrams added that the notification was a legal requirement. He also communicated that we are looking at consolidation of staff positions as individuals retire.

Regarding tuition, Dr. Abrams stated that we will no doubt be looking at a 6% increase which is just under the cap and will also look at contact hour charges anticipating an increase.

Commencement Speaker – The President shared that Mr. John Donahoe, Plant Manager/General Motors, has agreed to be our commencement speaker. He reminded members that June 13, 2003 is the graduation date.

Characteristics of Two Year Colleges – Dr. Abrams distributed a report that compares the current Ohio Revised Code to Community, Technical, and State Colleges for Board review.

OTHER

Upcoming Events/Dates – The President reminded Board members of the upcoming events so they could update their calendars:

March 28, 2003 – Financial Disclosure Statement due
Spring OACC Annual Meeting – April 30, 2003 – May 1, 2003
May 2, 2003 – Dedication of Kee Hall – Dr. Byron Kee
May 2, 2003 – Entrepreneurial Hall of Fame Dedication
May 9, 2003 – Annual Board of Trustees Dinner

X. EXECUTIVE SESSION

Dr. Linda Kafer called for an Executive Session at 8:30 pm to discuss Personnel Matters. Dr. Lucille Ford made a motion seconded by Mr. Matt Smith to adjourned to Executive Session. A roll call vote on the motion was approved unanimously

Dr. Lucille Ford – “yes”
Dr. Linda Kafer – “yes”
Mr. James Kehoe – “yes”
Mr. Matt Smith – “yes”
Dr. Mehdi Ressallat – “yes”
Mr. Russ Wiseman – “yes”

Upon a motion made by Dr. Lucille Ford seconded by Mr. Matt Smith to end the Executive Session at 9:50 pm and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously.

Dr. Lucille Ford – “yes”
Dr. Linda Kafer – “yes”
Mr. James Kehoe – “yes”
Mr. Matt Smith – “yes”
Dr. Mehdi Ressallat – “yes”
Mr. Russ Wiseman – “yes”

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

ACTION TAKEN: Mr. James Kehoe moved to increase the annual salary of the President by 5% retroactive to January 1, 2003. Dr. Lucille Ford seconded the motion and the motion carried unanimously.

XI. TIME AND PLACE OF NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Wednesday, April 23, 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 Mr. James Kehoe, seconded by Dr. Lucille Ford to adjourn the meeting at 9:55 p.m. The motion carried unanimously.

Respectively submitted:
Marsha K. Danhoff

Dr. Linda Kafer, Chairperson