

North Central State College
Board of Trustees' Meeting
September 24, 2003
Minutes

I. CALL TO ORDER

The Chairman called the meeting to order at 7:05 pm

II. ROLL CALL

The Secretary called the roll.

Present: Dr. Lucille Ford
Dr. Linda Kafer
Mr. Robert Konstam
Mr. Matthew Smith
Mrs. Edith Humphrey
Mr. James Weiss
Dr. Mehdi Ressallat

III. INTRODUCTION OF GUESTS

Dr. Abrams introduced Terry Coleman, Co-Chair of the Transition Team representing Faculty. Dr. Abrams also welcomed Cheryl Hacker from the Attorney General's Office.

IV. APPROVAL OF MINUTES

The Chair called for questions or comments regarding the minutes of the August 27, 2003 meeting.

ACTION TAKEN: Dr. Kafer moved approval of the August 27, 2003 minutes. Mr. Smith seconded the motion, and the motion carried unanimously.

V. TREASURER'S REPORT

Mr. Bill Miller presented the Treasurer's Report for the period ending August 31, 2003. He stated that revenues for the month totaled \$1,763,187. Expenditures were \$1,140,130 leaving an excess of \$623,057. Year -to- date revenues totaled \$4,314,082. Year -to - date expenditures totaled \$2,120,588 leaving an excess of \$2,193,494. The StarOhio month- end balance is \$884,893.

Bill reminded the Board that the Access Challenging Grant will be recorded on a quarterly basis.

Bill also informed the Board that the Auditors will be on campus for 1 or 2 more weeks. The final report will be in November or December. Bill stated that the audit is going well with no major concerns. Bill distributed information on the new GASB rules. He reminded the Board that these requirements will create a different financial statement, than what we are used to seeing.

Dr. Kafer thanked the Business office team on a job well done.

ACTION TAKEN: Mr. Konstam moved approval of the Treasurer's Report for the month ending August 31, 2003. Dr. Ford seconded the motion, and the motion carried unanimously.

VI. OLD BUSINESS

Gardner Shaw/ Transition Team – Dr. Abrams started out by thanking Terry Coleman for his attendance this evening. Dr. Abrams informed the Board that the Transition Team presented the goals and recommendations to the staff and faculty last Thursday. They first discussed The Faculty and Staff Senate, and then had some discussion on the restructuring of the President and Vice-Presidents roles. Dr. Abrams informed the Board that the college offices will be closed during the first half of the day on October 13 & 23 to ensure that everyone has the opportunity to participate. He also commended Terry and Rose on doing an excellent job with the presentation and handling the question and answer session.

Terry distributed to the Board the Schematic Overview of the Faculty/ Staff Senate Model. Terry stated that some are not in favor of the plan, because they feel that it will only be a recommending body with no power. Some have requested other models to review.

Dr. Kafer asked for time and place of the October meeting. Dr. Abrams stated that the details will be finalized this week and the Board will be notified via e-mail or fax with that information. Terry felt that their presence will make a huge impact on these meetings. Dr. Kafer thanked Terry for his attendance.

Policy Governance –Dr. Kafer asked the board to review changes made by Bill Miller on policy number 2.4. Dr. Kafer informed the board that this item has been approved and no motion is needed. Dr. Abrams distributed the next assignment of policies to the Board.

VII. NEW BUSINESS

A. **Attorney Generals Office** – *Ms. Cheryl Hacker*

Dr. Kafer thanked Cheryl for being here this evening,, and introduced her to the Board. Ms. Hacker explained to the Board the role of the Attorney Generals Office as it pertains to the Board along with a handout from the Ohio Ethics Commission.

Ms. Hacker touched on different areas stemming from Distinguishing Board Characteristics, Board Authority to Financial Disclosures. Ms Hacker reassured the Board that the Attorney Generals Office is available to answer any questions or address issues pertaining to the Board.

Dr. Kafer again thanked Cheryl for coming, also Matt Smith shared that as a new Board member the Ohio Ethics Commission was very helpful with questions and answers that he needed addressed.

B. **Fall Quarter Preliminary Enrollment Report** – *Mr. Mark Collins*

Mr. Collins informed the Board that head count is down 7% from last year and full-time enrollment is down 6%. Mark pointed out that the FTE is up 2.7%. He stated that the student payment policy is being enforced, and there are 3 classes with outside sponsors with 50 to 60 additional students that are not showing up in the system until payment is received.

C. **Personnel Report**

- Mr. Miller presented Resolution R-2003-31- Consideration of Approval of College Personnel

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2003-31

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

BEGINNING SEPTEMBER 18, 2003 AND ENDING JUNE 14, 2004

Lynn Damberger, Assistant Professor, Digital Media Technology/Business

SALARY: \$33,134.00 per year for a 9-month academic year

BEGINNING SEPTEMBER 18, 2003 AND ENDING MARCH 21, 2004

Esther Moore, Instructor, Physical Therapy/Health Sciences

SALARY: \$18,041.34 per year prorated from \$27,062.00 for a 9-month academic year

BEGINNING SEPTEMBER 18, 2003 AND ENDING JUNE 14, 2004

Terry Shrewsberry, Instructor of Massage Therapy/Health Sciences – Part-Time

SALARY: \$12,740.25 prorated from \$16,987.00 for a part-time 9-month academic year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2003-31

Lynn Damberger, Assistant Professor, Digital Media, fills a new approved faculty position in Digital Media Technology.

Esther Moore, Instructor, Physical Therapy, replaces Kendra Hall.

Terry Shrewsberry, Instructor of Massage Therapy, Part-Time, replaces Tisa McGraw.

ACTION TAKEN: Mrs. Humphrey moved approval of Resolution R-2003-31. Mr. Smith seconded the motion, and the motion carried unanimously.

SEPERATIONS REPORT

Mr. Miller referred the members to the separation report as an informational item.

SEPARATION REPORT

SEPARATIONS: AUGUST 2003

EFFECTIVE AUGUST 22, 2003

Amy Reese, Early Childhood Specialist, Child Development Center

RESIGNED: *Pursuing further education.*

D. Discussion of Governance Commitment Policies 4.5, 4.6 & 4.7 – Dr. Ronald E. Abrams

Dr. Abrams reminded the Board that no formal approval is needed at this time. Dr. Abrams stated that these policies should be approved at next months meeting. After the Board reviewed the policies Dr. Ford pointed out that the Fiscal Management piece may be needed to complete part of the policy. Dr. Kafer informed the Board that Dr. Abrams and Bill Miller will review this policy an update the board with their revision of this policy.

E. Nominating Committee Report – *Mr. Matt Smith*

Matt Smith reported to the Board that the information process for the nominees included Board rules and regulations, the approved Carver model policies, vision, mission and values. Mr. Smith informed the Board that the nominees that expressed an interest received this information. He stated that the interview process is our next step. Mr. Smith will set up this process and coordinate schedules with Mr. Konstam, Dr. Abrams and Dr. Ressallatt. Dr. Kafer thanked Mr. Smith on a job well done.

VIII. BOARD CHAIR'S REPORT

OACC Fall Conference- Dr. Kafer encouraged the Board to attend the OACC conference. She also reminded the Board that accommodation & registration will be taken care of. The date of these conferences is on October 29 & 30 please let Dr. Abrams know if you are interested in attending.

Foundation Membership- Dr. Kafer informed the board of the vacancies of the Foundation Board. Dr. Kafer explained to the Board members the term of office, and meeting dates. She stated that the Foundation is a very organized group, the meeting time usually lasts only an hour ordinarily during lunch. The Foundations primary goal is to provide scholarships for the college. Dr. Kafer stressed the need of 1 or 2 Board members to serve on this Board.

Nomination Committee – Expiring Terms – Dr. Kafer reminded the Board that the terms of three members (Dr. Kafer, Mr. Weiss, and the one formerly held by Jim Kehoe) would expire in January of 2004 and that we need to begin the process of addressing their reappointments.

IX. PRESIDENT'S REPORT

COMBASE Meeting – Dr. Abrams reported to the Board that The COMBASE National Conference was good and NCSC was represented well.

Commission on Higher Education and the Economy – Dr. Abrams distributed information regarding the Commission on Higher Education and the Economy for the Board to review. Dr. Abrams stated that he will keep the Board informed.

2004 OACC Excellence Awards Nominations – Dr. Abrams informed the Board that nominations for the 2004 OACC Excellence awards is needed. Dr. Abrams informed staff that in the past Mr. Jim Kehoe and Mr. Bob Cress received this prestigious award.

Other- Dr. Abrams informed the Board that the Board of Regents is conducting a study related to co-located colleges. He informed the Board that the study will look at the role the Co-Located colleges play in serving the community.

Dr. Abrams updated the Board on renovations of the Fallerius Building. He stated that the building is making progress. He also informed the Board that the boardroom number will be changing from room 168-T to room 149-T

X. EXECUTIVE SESSION

Dr. Kafer called for an Executive Session at 9:40 p.m. to discuss Personnel Matters with no action to follow. Mr. Matt Smith made a motion seconded by Mrs. Humphrey to adjourn to Executive Session. A roll call vote on the motion was approved unanimously.

Dr. Lucille Ford – “yes”
Mrs. Edith Humphrey – “yes”
Dr. Linda Kafer – “yes”
Mr. Matt Smith – “yes”
Dr. Mehdi Ressallat – “yes”
Mr. Robert Konstam – “yes”
Mr. James Weiss – “yes”

Upon a motion made by Dr. Lucille Ford seconded by Mr. Matt Smith to end the Executive Session at 10:14 p.m. and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously.

Dr. Lucille Ford – “yes”
Mrs. Edith Humphrey – “yes”
Dr. Linda Kafer – “yes”
Mr. Matt Smith – “yes”
Dr. Mehdi Ressallat – “yes”
Mr. Robert Konstam – “yes”
Mr. James Weiss – “yes”

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

XI. TIME AND PLACE OF NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Wednesday, October 22, 2003, at 7:00 p.m. in Room 168 of the Fallerius Technical Education Center

XII. ADJOURNMENT

The chair called for any additional business requiring Board Action.

ACTION TAKEN: As there was no further business requiring Board consideration, a motion was made by Mr. Weiss, seconded by Mrs. Humphrey to adjourn the meeting at 10:15 p.m. The motion carried unanimously.

Respectively submitted:
Teresa J. Greene

Dr. Linda Kafer, Chairperson