

**North Central State College**  
**Board of Trustees' Meeting**  
**May 26, 2004**  
**Minutes**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:12 P.M.

**II. ROLL CALL**

**The Recorder called the roll.**

**Present:** Mrs. Edith Humphrey  
Dr. Linda Kafer  
Mr. Richard Kollhoff  
Mr. Robert Konstam  
Dr. Mehdi Ressallat  
Mr. Matthew Smith  
Mr. Nathan Ujvari

**Absent:** Dr. Lucille Ford  
Dr. Omar Guimaraes

**III. EXECUTIVE SESSION**

The Chair called for an Executive Session at 7:15 P.M. Mr. Bob Konstam made a motion and it was seconded by Mrs. Edith Humphrey to adjourn to Executive Session to discuss pending legal action. A roll call vote on the motion was approved unanimously.

Dr. Lucille Ford- "not present"  
Dr. Omar Guimaraes- "not present"  
Mrs. Edith Humphrey- "yes"  
Dr. Linda Kafer- "yes"  
Mr. Richard Kollhoff- "yes"  
Mr. Robert Konstam- "yes"  
Dr. Mehdi Ressallat- "yes"  
Mr. Matt Smith- "yes"  
Mr. Nathan Ujvari- "yes"

Upon a motion made by Mrs. Edith Humphrey, seconded by Mr. Matt Smith to end the Executive Session at 8:25 P.M., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously.

Dr. Lucille Ford- "not present"  
Dr. Omar Guimaraes- "not present"

Mrs. Edith Humphrey- "yes"  
Dr. Linda Kafer- "yes"  
Mr. Richard Kollhoff- "yes"  
Mr. Robert Konstam- "yes"  
Dr. Mehdi Ressallat- "yes"  
Mr. Matt Smith- "yes"  
Mr. Nathan Ujvari- "yes"

#### **IV. INTRODUCTION OF GUESTS**

Dr. Ronald Abrams introduced Ginger Rocks and Barry Habony representing the College Administrative Cabinet, Ms. Sharon Miller and Teri Kofod representing the Staff Caucus, and Mr. Jim Olive representing the Faculty Caucus.

#### **V. APPROVAL OF MINUTES**

The Chair called for questions or comments regarding the minutes of the April 28, 2004 meeting minutes.

**ACTION TAKEN:** Mr. Smith moved for approval of minutes as submitted. Mr. Kollhoff seconded the motion, and the motion carried unanimously.

#### **VI. TREASURER'S REPORT**

Mr. Bill Miller presented the Treasurer's Report for the period ending April 30, 2004. He stated that revenues for the month totaled \$620,052. Expenditures were \$1,359,261 leaving a deficit of \$739,210. Year-to-date revenues totaled \$14,913,832. Year-to-date expenditures totaled \$12,64,870 leaving an excess of \$2,248,962. The Star Ohio month-end balance is \$1,491,937.

**ACTION TAKEN:** Mr. Ujvari moved for approval of the Treasurer's Report for the period ending April 30, 2004. Mr. Konstam seconded the motion and the motion carried unanimously.

Mr. Miller also distributed all other budget expenses sheets to the Board. Mr. Miller asked the Board if they would like to have this report annually or semi-annually. The Board agreed that a Quarterly report would be needed.

#### **VII. OLD BUSINESS**

##### **Co-located Campus Study- *Dr. Ronald Abrams***

Dr. Abrams reported that a draft was completed of the Co-located Campus Study and distributed to the Board. He also distributed a copy of the North Central State College Campus Report. The Ohio Board of Regents included its summary and recommendations of the shared services. Dr. Abrams informed the staff that on June 3, 2004, at 10:30 A.M. a press conference will take place at the Eisenhower Building.

North Central State College and Ohio State University-Mansfield will officially release the local report and answer any questions the public may have.

## **VIII. NEW BUSINESS**

### **A. Personnel Report**

#### **1. Consideration of Approval of Status Change-R-2004-17 Mr. Bill Miller**

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

##### **R-2004-17**

##### ***STATUS CHANGES***

***BE IT RESOLVED:*** *by the Board of Trustees that the following professional staff member is hereby awarded a status change and employment agreement at the salary and dates stipulated below:*

BEGINNING JANUARY 1, 2004 AND ENDING JUNE 30, 2004  
Dave Cardwell, Director of Tech Prep  
SALARY: \$60,021.00 for a fiscal year

***BE IT FURTHER RESOLVED:*** *by the Board of Trustees that the following professional staff member is hereby awarded a status change and employment agreement at the salary and dates stipulated below:*

BEGINNING MAY 15, 2004 AND ENDING JUNE 30, 2004  
Barry Habony, Controller  
SALARY: \$55,401.00 for a fiscal year

***BE IT FURTHER RESOLVED:*** *by the Board of Trustees that the following professional staff member is hereby awarded a status change at the salary and date stipulated below:*

BEGINNING MAY 15, 2004 AND ENDING JUNE 30, 2004  
D. James Turner, Network Specialist  
SALARY: \$56,826 for a fiscal year

#### ***EXPLANATIONS OF STATUS CHANGES FOR RESOLUTION R-2004-17***

*North Central State College Tech Prep Consortium recommended a pay increase of 5% and a salary grade change from an 11 to 12 for Dave Cardwell to better align his position within the current salary grade level system.*

*Upon hire, a Memo of Intent was initiated by the College and agreed upon by Barry Habony, whereas upon completion of a Bachelor's Degree, Barry Habony, NC State Controller, would received an additional salary stipend of \$3,000.00, to include the named Professional Growth stipend.*

*D. James Turner completed certificates for a Cisco Certified Network Associate and a Cisco Certified Academic Instructor. Salary was adjusted accordingly.*

**ACTION TAKEN:** Mrs. Humphrey moved for approval of resolution R-2004-17. Mr. Kollhoff seconded the motion and the motion carried unanimously.

**2. Consideration of Approval of Employment of College Personnel**

*-R-2004-18- Mr. Bill Miller*

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

***R-2004-18***

**NEW HIRES**

**BE IT RESOLVED:** *by the Board of Trustees that the following non-academic professional staff member is hereby awarded an employment agreement at the salary and dates stipulated below:*

*BEGINNING MAY 17, 2004 AND ENDING JUNE 30, 2004*

*Richard Rathjens, Coordinator of Physical Activities*

*SALARY: \$4,085.41 prorated from \$32,680.00 for a fiscal year*

***EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2004-18***

*Richard Rathjens replaces Steve Williams, now Executive Administrative Assistant to the President.*

**ACTION TAKEN:** After discussion of Consideration of Approval of Employment of College Personnel, Mr. Smith moved that resolution R-2004-18 be approved. Mr. Konstam seconded the motion and the motion carried unanimously.

**3. Consideration of Approval of College Personnel Professional Growth Recognition- R-2004-19- Mr. Bill Miller**

**CONSIDERATION OF APPROVAL OF  
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION**

***R-2004-19***

**WHEREAS:** *Anne L. Vinson, Assistant Professor/Criminal Justice, has supplied documentation of the completion of 60% of course work completed toward a Master's Degree.*

**THEREFORE, BE IT RESOLVED:** *by the Board of Trustees that Anne L. Vinson be awarded an increase of \$1,012.00 to base salary from \$32,127.00 to \$33,139.00, effective May 1, 2004 in recognition of the completion of 60% of a Master's Degree in accordance with the policy adopted under resolution 1977-33 for "Professional Growth Recognition."*

**ACTION TAKEN:** Mr. Kollhoff moved for approval of resolution R-2004-19. Mr. Smith seconded the motion and the motion carried unanimously.

## **B. Shared Service Agreement**

Dr. Abrams distributed information to Mr. Kollhoff and Mr. Ressallat who volunteered to serve on the Campus Consultation Committee. Dr. Abrams stated that he will contact them at a later date with meeting dates and times.

## **C. FY 2005 Budget Presentation**

Dr. Abrams distributed the proposed FY 2005 Budget packets to the Board. Dr. Abrams informed the Board that the Budget presentation was held on Tuesday, campus wide, and was videotaped for the faculty and staff who could not attend. Dr. Abrams also informed the Board that formal would be requested at the June Board meeting.

# **IX. BOARD CHAIRPERSON REPORT**

## **A. OACC Workshop- *Dr. Linda Kafer***

Dr. Kafer asked the Board if they had received information on the OACC workshops. She informed the Board that the first workshop is on June 4 and June 5 and the second date for the workshops is July 30 and July 31. Dr. Kafer asked Board members to let her know which workshop they would be attending so that reservations could be made. **Planning Retreat (June 2, 2004)**

Dr. Kafer informed the Board that the retreat will be held at the Shelby facility in the conference room. Agenda items were discussed and Board retreat packets were handed out.

## **B. October Board Meeting**

The Board discussed a possible date change for the October Board meeting. Dr. Abrams will be out of state from October 18<sup>th</sup> through November 10<sup>th</sup>. The Board will decide at the next Board meeting on either October 13<sup>th</sup> or November 17<sup>th</sup> for a rescheduled date.

# **X. PRESIDENT'S REPORT**

## **A. Faculty Caucus Proposal**

Dr. Abrams shared with the Board concerning the traditional overload four pay periods per quarter over the years, which has caused a three-week lay time. Dr. Abrams stated that a five-pay structure has been implemented and will begin summer quarter.

## **B. Hall of Fame Dinner**

Dr. Abrams stated that the evening was a great success. About 300 people attended the dinner. He also noted that extra copies of the programs and pictures were available.

## **C. 35<sup>th</sup> Anniversary Tabloid**

Dr. Abrams informed the Board that on Friday, May 14<sup>th</sup> North Central State College's 35<sup>th</sup> anniversary tabloid was an insert in the Mansfield News Journal. The tabloid contains many wonderful articles on the College. Extra copies are available.

## **D. TWIN Recognition Dinner**

North Central State College hosted the annual TWIN recognition banquet sponsored by the YMCA. North Central State College had two recipients, Gale Wagner and Kate Peresie. These two women were honored for their hard work. North Central State College also received the annual Corporate Achievement Award.

# **XI. EXECUTIVE SESSION**

The Chair called for an Executive Session at 9:45 P.M. Mr. Matt Smith made a motion and it was seconded by Mrs. Edith Humphrey to adjourn to Executive Session to discuss the President's Evaluation. A roll call vote on the motion was approved unanimously.

Dr. Lucille Ford- "not present"  
Dr. Omar Guimaraes- "not present"  
Mrs. Edith Humphrey- "yes"  
Dr. Linda Kafer- "yes"  
Mr. Richard Kollhoff- "yes"  
Mr. Robert Konstam- "yes"  
Dr. Mehdi Ressallat- "yes"  
Mr. Matt Smith- "yes"  
Mr. Nathan Ujvari- "yes"

Upon a motion made by Mr. Matt Smith seconded by Mr. Robert Konstam to end the Executive Session at 10:48 P.M., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously.

Dr. Lucille Ford- "not present"  
Dr. Omar Guimaraes- "not present"  
Mrs. Edith Humphrey- "yes"  
Dr. Linda Kafer- "yes"  
Mr. Richard Kollhoff- "yes"

Mr. Robert Konstam- "yes"  
Dr. Mehdi Ressallat- "yes"  
Mr. Matt Smith- "yes"  
Mr. Nathan Ujvari- "yes"

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

**ACTION TAKEN:** Mrs. Humphrey moved to increase the annual salary of the President by 4% plus \$500 retroactive to January 1, 2004. Mr. Bob Konstam seconded the motion and the motion carried unanimously.

**XII. TIME AND PLACE OF NEXT MEETING**

The next meeting of the Board of Trustees is scheduled for Wednesday, June 23, 2004 at 7:00 P.M. in the Board Room of 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 the Board's consideration; a motion was made by Mrs. Humphrey and seconded by Mr. Konstam to adjourn the meeting at 10:57 P.M and carried unanimously.

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Respectively submitted:  
Stephen R. Williams

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Dr. Linda Kafer, Chairperson