

North Central State College
Board of Trustees' Meeting
March 30, 2005
Minutes

I. CALL TO ORDER

The Chair called the meeting to order at 7:02 p.m.

II. ROLL CALL

The Recorder called the roll.

Present: Mrs. Edith Humphrey
Dr. Linda Kafer
Dr. Mehdi Ressallat
Mr. Matt Smith
Mr. Nathan Ujvari

Absent: Dr. Lucille Ford
Dr. Omar Guimaraes

III. INTRODUCTION OF GUESTS

Dr. Ronald Abrams introduced Dr. Pete Grant and Carol Easley representing the Manager's Advisory Council, and Lew Milner, Peg Moir, and Bob Zettler representing the President's Staff. He also introduced Ms. Lou Whitmire of the News Journal and Mr. Terry Thomas, Director, Ohio Association of Community Colleges

IV. COLLEGE MISSION STATEMENT

Mrs. Edith Humphrey read the Mission Statement for North Central State College.

V. EXECUTIVE DIRECTOR, OACC

Mr. Terry Thomas announced the Trustee Education meeting coming up on May 16-17 and announced that Dr. Linda Kafer of the NCSC Board of Trustees was to be recognized as a Distinguished Alumnus. He encouraged all to attend. He distributed and discussed some information he provided including "Legislative Priorities" and "Survey Results." After fielding some questions, Mr. Thomas gave a presentation on "Ohio Community Colleges – Centers of Opportunity." Upon completion of his presentation, Dr. Abrams and Mrs. Edith Humphrey thanked Mr. Thomas for meeting with the Board and presenting some important information on the 2-year colleges in Ohio.

VI. TREASURER'S REPORT

Mr. Bill Miller presented the Treasurer's Report for the period ending February 28, 2005. He stated that revenues for the month totaled \$2,720,843. Expenditures were \$1,451,295 leaving an excess of \$1,269,548. Year-to-date revenues totaled \$13,926,094. Year-to-date expenditures totaled \$10,315,961 leaving an excess of \$3,610,133. The Star Ohio month-end balance is \$1,511,429.

ACTION TAKEN: Mr. Matt Smith moved for approval of the Treasurer's Report for the period ending February 28, 2005. Mr. Nathan Ujvari seconded the motion and the motion carried unanimously.

VII. CONSENT AGENDA

The Chair presented the Consent Agenda. On a motion by Dr. Linda Kafer seconded by Mr. Matt Smith and passed unanimously, the following items were approved:

- A. Minutes from February 23, 2005**
- B. Minutes from March 15, 2005 "Special Meeting"**
- C. Consideration of Approval of Status Changes -R-2005-10**

CONSIDERATION OF APPROVAL OF STATUS CHANGES R-2005-10

STATUS CHANGES

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

BEGINNING MARCH 28, 2005 AND ENDING JUNE 30, 2005

Annette Griffon, Admissions Recruiting Representative

SALARY: \$8,549.62 prorated from \$32,216.00 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 dates stipulated below:*

BEGINNING MARCH 28, 2005

Jill King, Administrative Assistant/Student Success Center SALARY: no change

EXPLANATIONS OF STATUS CHANGED FOR RESOLUTION R-2005-10

Annette Griffon fills a vacancy left by Caleah Britt's resignation due to her relocating to another state.

Jill King fills a vacancy left by Mary Heller's resignation due to her relocating to another state.

D. Consideration of Approval of Employment of College Personnel

– R-2005-11

**CONSIDERATION OF APPROVAL OF
EMPLOYMENT OF COLLEGE PERSONNEL
R-2005-11**

NEW HIRES

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

BEGINNING MARCH 28, 2005 AND ENDING JUNE 30, 2005

*Lisa DeWitt, Senior Administrative Assistant, Institutional Advancement
SALARY: \$6,873.50 prorated from \$25,900.00 for a fiscal year*

*Robert Gossom, Admissions Recruiting Representative
SALARY: \$7,895.16 prorated from \$29,750.00 for a fiscal year*

*Stephanie Hall, Admissions Recruiting Representative
SALARY: \$7,895.16 prorated from \$29,750.00 for a fiscal year*

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

BEGINNING MARCH 2, 2005

*Dawn Turpin, Disability Services Assistant
SALARY: \$835.66 per month based on 12 months part time*

BEGINNING MARCH 14, 2005

Kristina Ebert, Early Childhood Specialist

SALARY: \$1,651.41 per month based on 12 months

BEGINNING MARCH 28, 2005

Donna Stiffa, Administrative Assistant/Engineering Technology

SALARY: \$1,977.50 per month based on 12 months

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-11

Lisa DeWitt fills a vacancy left by Mary Rodriguez moving to a new internal position, Coordinator of Alumni and Employer Relations.

Robert Gossom fills a vacancy left by Trisa Allen's resignation due to pursuing further education.

Stephanie Hall fills a vacancy left by Nikia Fletcher's promotion to Director of Admissions/Enrollment Services.

Dawn Turpin fills a vacancy left by Mary Stephan's resignation due to accepting a full-time position outside the College.

Kristina Ebert fills a vacancy left by Laura Campbell's resignation due to acceptance of another position outside the College.

Donna Stiffa fills a vacancy left by Sue Steven's resignation due to relocating and acceptance of another position outside the College.

VIII. OLD BUSINESS

- A. Consideration of Approval of Contracts & Construction Budget for Tool & Die Addition to the James W. Kehoe Center for Advanced Learning
– R-2005-09**

CONSIDERATION OF APPROVAL OF CONTRACTS & CONSTRUCTION BUDGET FOR TOOL & DIE ADDITION TO THE JAMES W. KEHOE CENTER FOR ADVANCED LEARNING

R2005-09

WHEREAS: North Central State College has identified the need to develop workforce training in the Tool and Die programs, and

WHEREAS: Currently North Central State lacks the appropriate physical setting to house a die lab training facility, and

WHEREAS: North Central State College was allocated \$ 562,045.00 from Richland County Board of Commissioners for the addition to the James W. Kehoe Center for Advanced Learning, and

WHEREAS: Sealed bids were received by the College on March 3, 2005 for the Addition to the James W. Kehoe Center for Advanced Learning, Project # 04507, and

WHEREAS: The bids awarded are in compliance with Section 153 in the Revised Code of the State of Ohio, and

WHEREAS: The architects projected estimates are within the allocated amount budgeted for the addition project.

NOW, THEREFORE BE IT RESOLVED: The Board of Trustees of North Central State College approves construction contracts to the following General, Heating, Plumbing, and Electrical Contractors and also approves the budget set forth for the addition to the James W. Kehoe Center for Advanced Learning.

| Cost Breakdown | |
|--|----------------------|
| General Contractor | \$ 337,180.00 |
| Studer-Obringer, Inc. | |
| 525 S. Kibler St., P.O. Box 278 | |
| New Washington, Ohio 44854 | |
| Fed Tax ID# 34-1752450 | |
| Heating & Plumbing (Combined Bid) | \$ 60,280.00 |
| Standard Plumbing & Heating Inc. | |
| 194 S. Illinois Ave. | |
| Mansfield, Ohio 44905 | |
| Fed Tax Id # 34-0549900 | |
| Electrical | \$ 61,365.00 |
| Spring Electrical Construction Co. | |
| 1500 E. Lindaire Lane | |
| Mansfield, Ohio 44906 | |
| Fed Tax Id # 31-1489912 | |
| Contingency | \$ 45,820.00 |
| Architect Fees & Reimbursable | \$ 57,400.00 |
| Entire Project Cost: | \$ 562,045.00 |

ACTION TAKEN: On March 16, 2005 BOT Resolution R-2005-09 and an associated ballot were mailed to each Board of Trustee member for their consideration for approval and response. On March 20, 2005 all ballots were received with the following results: Mrs. Humphrey-“in favor”; Mr. Smith-“in favor”;- Dr. Ford-“in favor”; Dr. Guimaraes-“in favor”; Dr. Kafer-“in favor”; Dr. Ressallat-“in favor”; Mr. Ujvari-“in favor.” With all ballots received and recorded, the resolution was unanimously approved on March 20, 2005.

IX. REGULAR AGENDA

A. Consideration of Approval of Governance Process Policy 1.1 – Board Goals -R-2005-12 – Mrs. Edith Humphrey

Mrs. Humphrey provided a recap of the previous discussion on Board goals. Mr. Ujvari stated that he had compared the nine recommended points put forth by the Ohio Association of Community Colleges with the current policy on Board goals and noted items (4) noncredit and continuing education, (6) ensuring that high school graduates are adequately prepared for post-secondary instruction, and (9) community involvement in the decision-making process, were not currently referred to in the “draft” policy of Board goals. The Board discussed the issue and decided that they should be included. Ujvari further noted that while the goals were not presented in any particular order or priority those that the Board wishes to focus on should be listed first with a statement explaining that all items are weighted equally. To further remove an implied priority, the Board asked that the goals not be listed with any sequential indicators.

ACTION TAKEN: Mrs. Humphrey moved that Resolution R-2005-12 be postponed until next meeting when the Board can see the policy with the revisions incorporated. Mr. Ujvari seconded the motion. Consideration of approval of resolution R-2005-12 was postponed until next meeting.

B. Nominating Committee Status Report – Mr. Matt Smith

Mr. Smith reported that the Nominating Committee was pleased to present Dr. Ronald Walker as a candidate for the Ashland County vacancy on the Board of Trustees. Mr. Smith asked for an interview to be set up for Dr. Walker with the President and himself for further consideration.

C. Board Self Evaluation – Mr. Nathan Ujvari

Mr. Ujvari stated that there was nothing to report at this time until the Board Evaluation Retreat sometime around August.

D. President's Evaluation, Status Report – *Mr. Matt Smith*

Mr. Smith presented the President's Evaluation. He reported that Dr. Ronald Abrams had provided all the materials that the Board sought to conduct the evaluation. The evaluation included such issues as the President's performance, the recent restructuring, and the Faculty Caucus Leadership issue. In conclusion, the Board finds that all of the President's performance expectations were met or exceeded. There were no areas with major performance issues relative to the Board. The Board also finds that Dr. Ronald Abrams has achieved a status as such to enable him to freely communicate issues relative to the College to the community. Furthermore, Mr. Smith moved that Dr. Abrams receive the 3.74% salary increase retroactive to January 1, 2005. Mr. Ujvari seconded the motion. Dr. Mehdi Ressallat abstained from the vote. The following results were recorded, (5- 'for' and 0- 'against' and 1- 'abstain') The Chair declared the motion passed.

X. BOARD CHAIRPERSON REPORT- *Mrs. Edith Humphrey*

A. Financial Disclosure

Mrs. Humphrey reminded the Board of the upcoming deadline to submit the Ohio Ethics Commission's Financial Disclosure Statements.

B. Statewide Trustee Conference

Mrs. Humphrey reminded the Board of the May 16 & 17 Statewide Trustee Conference. Mr. Terry Thomas, Director, OACC, announced that Dr. Linda Kafer is to be recognized at the event.

XI. PRESIDENT'S REPORT

A. Board of Regents Productivity Report

Dr. Abrams distributed the Executive Summary portion of the Board of Regents Productivity Report for the Board's review.

B. 2005/2006 Tuition Considerations

Dr. Abrams reported that the impending state budget would likely call for a 6% cap on tuition increases. After careful considerations and debate with staff, the President will recommend a 4% increase effective for summer 2005 registration, at the next board meeting. He explained that acting on the increase now will enable the College to react to the increase by summer quarter registration since students may also register for fall classes at the same time. Miller distributed a survey of proposed tuition increases of other Ohio institutions and explained that the justification calculations were based on flat enrollment for the coming year.

C. Conversion to a Semester Calendar

Dr. Abrams announced that the College is moving forward with the considerations of moving to a semester based academic calendar. He explained that the move is being considered as it conceptually stands to benefit students by better facilitating their degree transfer to 4-year institutions. Although the College is only discussing the possibilities at this point, if it becomes reality, it isn't likely to occur until the fall quarter of 2007 or perhaps fall quarter 2008.

D. Vice President for Learning Search

Dr. Abrams provided the Board with an update on the Vice President for Learning search. He informed the Board that the search was on track and making progress with candidate interviews to be scheduled soon.

XII. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:15 p.m. Dr. Kafer made a motion and it was seconded by Mr. Ujvari to adjourn to Executive Session to discuss a personnel matter regarding specific personnel. A roll call vote on the motion was approved unanimously by all members present.

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

Upon a motion made by Mr. Smith seconded by Dr. Kafer to end the Executive Session at 8:20p.m., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously by all members present.

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

XIII. TIME AND PLACE OF NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Wednesday, April 27, 2005 at 7:00 P.M. in the Board Room of Fallerius Technical Education Center.

XIV. 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. Kafer and seconded by Mr. Ujvari to adjourn the meeting at 8:21 p.m. and the motion carried unanimously.

Respectively submitted:
Stephen R. Williams

Mrs. Edith Humphrey, Chairperson