

**North Central State College**  
**Board of Trustees' Meeting**  
**June 29, 2005**  
**Minutes**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:05 p.m.

**II. ROLL CALL**

**The Recorder called the roll.**

**Present:** Dr. Lucille Ford  
Mrs. Edith Humphrey  
Dr. Linda Kafer  
Mr. Matt Smith (7:06pm)  
Mr. Nathan Ujvari  
Dr. Ronald Walker

**Absent:** Dr. Omar Guimaraes  
Dr. Mehdi Ressallat

**III. INTRODUCTION OF GUESTS**

Dr. Ronald Abrams introduced Ms. Carol Easley and Mr. Jay Jacquet representing the Manager's Advisory Council; Ms. Margaret Puckett representing the Faculty Senate and Ms. Peg Moir, Ms. Betty Wells, and Mr. Bob Zettler representing the President's Staff. He also introduced Ms. Lou Whitmire of the News Journal.

**IV. COLLEGE MISSION STATEMENT**

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

**V. OATH OF OFFICE**

The Recorder, Mr. Stephen Williams, administered the Oath of Office to Dr. Ronald A. Walker

**VI. TREASURER'S REPORT**

Mr. Bill Miller presented the Treasurer's Report for the period ending May 31, 2005. He stated that revenues for the month totaled \$997,290. Expenditures were \$1,850,469 leaving a deficit of \$853,179. Year-to-date revenues totaled \$16,789,631. Year-to-date expenditures totaled \$15,138,386 leaving an excess of \$1,651,245. The Star Ohio month-end balance is \$1,521,539.

Mr. Bill Miller explained that Post Secondary Education Option (PSEO) took a hit in the 2005 budget. Dr. Ronald Abrams explained the PSEO budget line item language in the 2006 budget and its implications to secondary education and the PSEO program.

**ACTION TAKEN:** Mr. Matt Smith moved for approval of the Treasurer's Report for the period ending May 31, 2005. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

## **VII. CONSENT AGENDA**

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

### **A. Minutes from May 25, 2005**

### **B. Consideration of Approval of Employment of College Personnel -R-2005-18**

#### ***CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL R-2005-18***

#### ***NEW HIRES***

***BE IT RESOLVED:*** by the Board of Trustees that the following permanent part-time staff member is hereby awarded the prescribed salary at the beginning date stipulated below:

*BEGINNING JULY 1, 2005*

*Linda A. Nicol, Administrative Associate, Health Sciences*

*SALARY: \$1,248.33 per month based on 12 months*

#### ***EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-18***

*Linda A. Nicol fills an approved permanent part-time position.*

### **C. Consideration of Approval of Personnel Professional Growth Recognition -R-2005-19**

#### ***CONSIDERATION OF APPROVAL OF COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION R-2005-19***

***WHEREAS:*** J. Brad McCormack has supplied documentation that he has completed a Master of Business Administration Degree.

***THEREFORE, BE IT RESOLVED:*** by the Board of Trustees that J. Brad McCormack be awarded an increase of \$1,325.00 to base salary of \$89,281.00 to \$90,606.00 effective May 16, 2005, in recognition and accordance with the policy adopted under resolution R-1991-30 "Professional Growth Recognition."

## **VIII. REGULAR AGENDA**

### **A. Review of Board of Trustees Annual Calendar – Ms. Edith Humphrey**

Ms. Edith Humphrey presented the Board Annual Calendar with the revisions from the May 25, 2005 meeting incorporated. The Board concurred that the calendar reflected the desired revisions and shall stand as the current version of Board Annual Calendar

### **B. Consideration of Approval of 2005-2006 Budget – R2005-20 - Dr. Ronald Abrams and Mr. Bill Miller**

#### **CONSIDERATION OF APPROVAL OF 2005-2006 OPERATING BUDGET**

*R-2005-20*

***WHEREAS:*** the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2005-2006 Operating Budget, and

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

***NOW, THEREFORE, BE IT RESOLVED:*** by the Board of Trustees that the 2005 - 2006 Operating Budget of the College is hereby adopted as presented.

Dr. Ronald Abrams presented the background on the budget development process. He discussed the second biennium and explained that the definition of Post Secondary Education Option (PSEO) is the biggest issue at this time. Otherwise, the budget presented for approval today is the same as was presented to the Board in May. Mr. Bill Miller and Mr. Bob Zettler discussed the workforce component of the proposed budget and introduced Mr. Jay Jacquet, the interim Director of the Engineering Technology and Workforce Development.

**ACTION TAKEN:** Mr. Nathan Ujvari moved for approval of resolution R-2005-20. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

### **C. Consideration of Approval of Employment of College Personnel – R-2005-22 - Mr. Bill Miller**

**CONSIDERATION OF APPROVAL OF  
EMPLOYMENT OF COLLEGE PERSONNEL  
R-2005-22**

NEW HIRES

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

*BEGINNING JUNE 20, 2005 AND ENDING JUNE 30, 2005*

*Susan E. Elliott, Human Resources Assistant*

*SALARY: \$951.93 prorated from \$27,500.00 for a fiscal year*

**EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-22**

*Susan E. Elliott fills a vacancy left by Wendy Vogel.*

Mr. Bill Miller explained that resolution R-2005-22 is one that would have normally been included in the consent agenda however it was inadvertently left out and therefore submitted for consideration separately.

**ACTION TAKEN:** Dr. Lucille Ford moved for approval of resolution R-2005-22. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

- D. Consideration of Approval of College Personnel Employment Contracts**  
– R2005-21 – Mr. Bill Miller

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

**R-2005-21**

**BE IT RESOLVED:** *by the Board of Trustees that the following College faculty and staff are hereby awarded employment agreements at the salary and dates stipulated in accordance with the previously approved 2005-2006 budget under Resolution R-2005-20*

**ACTION TAKEN:** Dr. Lucille Ford moved for approval of resolution R-2005-21. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

- E. Nominating Committee Status Report** – Mr. Matthew Smith

Mr. Matt Smith recapped the open position on the Board and indicated that a search process is still underway for the Governor Appointed position from Richland County. He reviewed some of the candidates being currently considered and called for any further candidates from the Board.

**F. 2005 Campus Quality Survey – Dr. Ronald Abrams**

Dr. Abrams explained the survey and presented the responses and results. He reported that eight of the areas under the heading of “how things are” showed improvement and six areas under the heading “how things should be” showed improvement. He further explained that these outcomes will be included in Academic Quality Improvement Program (AQIP). Dr. Kafer express concern for Q19-Q91 that reflected lower than average scores from Department Chairs regarding communication and recognition. Dr. Ronald Walker expressed concern for the scores under the category of Professional Development. Dr. Ronald Abrams shared their concern in these areas and offered his insights into these concerns and how actions are underway to address these and other similar issues.

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

**A. Commencement**

Ms. Humphrey recapped the highlights of the Commencement Exercises on June 10<sup>th</sup> and stated that the event was very positive and moving.

**B. Rock-n-Ribs**

Ms. Humphrey reminded the Board of the upcoming Rock-n-Ribs event on July 7 – 9 and encouraged their participation in the various activities.

**C. ACCT Seattle Seminar**

Ms. Humphrey announced to the Board the upcoming ACCT Seminar being held in Seattle, Washington and encouraged those interested in attending to do so. All interested should respond to Mr. Stephen Williams, Board Recorder, in order to make registration and accommodations.

**D. Monitoring Reports**

Ms. Humphrey distributed a listing of various reports used by other Boards of Trustees for monitoring institutional progress and status. She pointed out that many of the recommended reports are ones that already exist at the College. Dr. Abrams explained that the reports are used as a tool for the Board to monitor how the College is doing and most of them we already produce. Dr. Abrams offered that establishing a structure for regular reporting to the Board could be done easily upon the Board’s request. Ms. Edith Humphrey stated that she thought the number of reports recommended was too many and that the Board should determine their own reports and the frequency and mode of delivery. Dr. Linda Kafer added that the reports should be interlinked with Board policies and goals. The Board’s goals and plans could be used to define the format and frequency of the reports and how they could be used to help with the evaluation process.

## **X. PRESIDENT'S REPORT**

### **A. State Budget Update**

Dr. Abrams updated the Board on the State budget picture. He explained that the budget was before the Governor and should be signed tomorrow.

### **B. Vice President for Learning Search**

Dr. Abrams explained the Registry approach in using retired Presidents and Vice Presidents to fill vacancies on an interim basis. He announced Dr. Therese Bushner as the candidate selected to fill the Vice President for Learning vacancy on an interim basis. Dr. Ronald Abrams reported that she would be starting by August 1<sup>st</sup> or sooner. Dr. Linda Kafer asked if there were plans to re-advertise in the fall? Dr. Ronald Abrams indicated that the College would however, Dr. Bushner could not be considered as a potential candidate per the agreement with The Registry. Dr. Lucille Ford asked about any other foreseeable obstacles and Dr. Ronald Abrams responded.

### **C. Achieving the Dream Initiative**

Dr. Abrams explained that six proposals were submitted for consideration and the initiative funded only four and North Central State College was not one of the four. Dr. Ronald Abrams reported that asked if we could participate if we found our own funding and has not yet received a response.

### **D. Lew Milner Update**

Dr. Abrams reported that Lew had been moved to his sister's and was using a wheelchair and walker to get around. Betty Hager and Roberta Moore were planning to visit him soon. He is expected to return to the College sometime in September or October.

### **E. Tool and Die Center**

Dr. Abrams reported that the Tool and Die addition was virtually finished and workers are currently in the process of installing equipment. He proposed holding the August Board meeting in the Kehoe Center to bring the Board up-to-date on the Kehoe Center and the Tool and Die Training Center.

### **F. Summer Enrollment**

Dr. Abrams reported that summer enrollment was down 8-10%. He explained that the College was currently looking at details and putting together information on demographics and the economy to try and explain why trends are occurring and what can be done about them. The College has recently hired a new recruiting staff and hopefully the recent downturn in summer enrollment will be short-lived.

## **XI. EXECUTIVE SESSION**

The Chair called for an Executive Session at 8:35 p.m. Dr. Linda Kafer made a motion and it was seconded by Mr. Nathan Ujvari to adjourn to Executive Session to discuss a personnel matter regarding the appointment of a public official. A roll call vote on the motion was approved unanimously by all members present.

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

Upon a motion made by Mr. Matthew Smith seconded by Dr. Linda Kafer to end the Executive Session at 9:16p.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- “yes”  
Dr. Omar Guimaraes- not present  
Mrs. Edith Humphrey- “yes”  
Dr. Linda Kafer- “yes”  
Dr. Mehdi Ressallat- “not present”  
Mr. Matt Smith- “yes”  
Mr. Nathan Ujvari- “yes”  
Dr. Ronald Walker- “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, August 24, 2005 at 7:00 P.M. in the Kehoe Center Conference Room (162-AT).

## **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 Dr. Linda Kafer and seconded by Mr. Matthew Smith to adjourn the meeting at 9:17 p.m. and the motion carried unanimously.

Respectively submitted:

---

Mr. Stephen R. Williams

---

Mrs. Edith Humphrey, Chairperson