

**North Central State College**  
**Board of Trustees' Meeting**  
**August 24, 2005**  
**Minutes**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:15 p.m. in room 164-AT of the Kehoe Center

**II. ROLL CALL**

**The Recorder called the roll.**

**Present:** Dr. Lucille Ford  
Mrs. Edith Humphrey  
Dr. Linda Kafer  
Mr. Matt Smith  
Mr. Nathan Ujvari  
Dr. Ronald Walker

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

**III. INTRODUCTION OF GUESTS**

Dr. Ronald Abrams introduced Ms. Carol Easley Mr. Jay Jacquet and Ms. Beth Price representing the Managers Advisory Council; Dr. Therese Bushner, Ms. Peg Moir, Ms. Betty Wells, and Mr. Bob Zettler representing the President's Staff. He also introduced Dr. Eileen Baccus as the College's Achieving the Dream Institutional Coach.

**IV. COLLEGE MISSION STATEMENT**

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

**V. TREASURER'S REPORT**

Mr. Bill Miller presented the Treasurer's Report for the period ending June 30, 2005. He stated that revenues for the month totaled \$881,355. Expenditures were \$1,675,875 leaving a deficit of \$794,520. Year-to-date revenues totaled \$17,671,221. Year-to-date expenditures totaled \$16,814,260 leaving an excess of \$856,961. The Star Ohio month-end balance is \$1,525,252.

**ACTION TAKEN:** Mr. Matt Smith moved for approval of the Treasurer's Report for the period ending June 30, 2005. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

## **TREASURER'S REPORT (CONTINUED)**

Mr. Bill Miller presented the Treasurer's Report for the period ending July 31, 2005. He stated that revenues for the month totaled \$3,301,685. Expenditures were \$1,108,437 leaving an excess of \$2,193,248. Year-to-date revenues totaled \$3,301,685. Year-to-date expenditures totaled \$1,108,437 leaving an excess of \$2,193,248. The Star Ohio month-end balance is \$1,529,321.

Miller went on to explain that the non-credit line item has been broken down into two categories with the new budget. They are non-credit nursing and non-credit workforce. Miller also explained the addition of a new line item for The University Center. Mr. Matt Smith called for some discussion on budget relief for the Child Development Center.

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

## **VI. CONSENT AGENDA**

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

### **A. Minutes from June 29, 2005**

### **B. Consideration of Approval of Employment of College Personnel -R-2005-23**

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

#### ***R-2005-23 NEW HIRES***

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

*BEGINNING AUGUST 10, 2005 AND ENDING JUNE 10, 2006*

*Robert Brownson, College-NOW Facilitator*

*SALARY: \$40,284.00 for an academic 10-month agreement*

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

*BEGINNING JULY 25, 2005*

*Trudy Hamilton, Kitchen Assistant PT*

*SALARY: \$612.75 per month based on 12 months*

**EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-23**

*Robert Brownson fills a new approved 10-month faculty position.*

*Trudy Hamilton replaces Michelle Herrell.*

**C. Consideration of Approval of Personnel Status Changes -R-2005-24**

**CONSIDERATION OF APPROVAL OF  
COLLEGE PERSONNEL STATUS CHANGES**

**R-2005-24  
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 date stipulated below:*

*BEGINNING AUGUST 1, 2005 AND ENDING JUNE 30, 2006*

*Kay Leitenberger, Permanent Part-Time Academic Advisor/Student Success Center*

*SALARY: \$20,453.18 prorated from \$22,312.52 for a fiscal year*

**D. Consideration of Approval of Personnel Professional Growth Recognition  
-R-2005-25**

**CONSIDERATION OF APPROVAL OF  
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION  
R-2005-25**

**WHEREAS:** *Lori L. McKee has supplied documentation that she has completed a Master of Science in Management Programs Degree.*

**THEREFORE, BE IT RESOLVED:** *by the Board of Trustees that Lori L. McKee be awarded an increase of \$1,325.00 to base salary of \$54,709.00 to \$56,034.00, effective July 16, 2005, in recognition and accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."*

**WHEREAS:** *Lynn P. Dech has supplied documentation that she has completed an Associate of Arts Degree.*

**THEREFORE, BE IT FURTHER RESOLVED:** *by the Board of Trustees that Lynn P. Dech be awarded an increase of \$1,325.00 to base salary of \$21,603.00 to \$22,928.00, effective August 16, 2005, in recognition and accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."*

## VII. REGULAR AGENDA

### A. **Achieving the Dream Initiative** – *Dr. Ronald Abrams and Dr. Eileen Baccus*

Dr. Ronald Abrams explained the Achieving the Dream initiative and recapped some of the history of the College's involvement and showed a short video presentation on the initiative. Following the video, Dr. Abrams introduced Dr. Eileen Baccus and explained that she was our institutional Coach for the initiative. Dr. Baccus talked about the "nuts and bolts" of the Achieving the Dream initiative. She explained that the key to success is tracking student data. Dr. Baccus explained the roles and introduced members of the Institutional Core Team, the Institutional Coach, and the Data Specialist (Jackie Stirn). She informed the Board of Ms. Jackie Stirn's visit with the Data Team during the first week in September. Dr. Ronald Abrams introduced a handout that illustrated the comparisons of the Board Goals, the AQIP Categories, and the Achieving the Dream Goals. The handout showed that all three activities complemented each other and naturally fit together.

### B. **Shared Services Agreement Annual Review** – *Ms Edith Humphrey*

Ms. Edith Humphrey explained the process involved in reviewing the annual shared services agreement with Ohio State University Mansfield. Dr. Ronald Abrams recapped the previous year's review. Ms. Humphrey called for volunteers to represent NC State. Mr. Matt Smith and Dr. Ron Walker agreed to serve in that capacity. Mr. Bill Miller will obtain two copied of the most current version of the agreement and present them to Mr. Smith and Dr. Walker at the September Board meeting.

### C. **Board Self-Evaluation** – *Mr. Nathan Ujvari*

Mr. Nathan Ujvari distributed the Board Evaluation Survey to all Board members present and explained how it would work. Ms. Edith Humphrey pointed out the ACCT Board Evaluation tools and explained the background of deriving a board self-evaluation strategy. Mr. Ujvari reviewed some brief instructions on completing the survey and offered that he was available if anyone had any further questions regarding the survey. The Board discussed having an independent agent compile the results of the survey and asked Dr. Ronald Abrams to assist in identifying such an agent. Mr. Nathan Ujvari asked the Board to complete the survey and return back to him by the October 26<sup>th</sup> Board meeting.

### D. **Braintree Joint Use Agreement** – *Mr. Bill Miller*

Mr. Bill Miller explained a piece of the North Central State College capital appropriation bill included an allocation for Braintree. The allocation is to be disbursed to Braintree through a joint use agreement between NC State and Braintree.

**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 informed the Board that he and the President would be meeting to further interview a potential candidate.

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

**A. Board of Regents “Transforming Higher Education” Conference on CD-ROM**

Ms. Humphrey informed the Board of a recent Board of Regents Conference that discussed “Transforming Higher Education” and explained that OBR had made the conference available on CD-ROM for those who were not able to attend. She encouraged all who did not attend to listen to the discussions on the CD-ROM.

**B. College Foundation Annual Meeting**

Ms. Humphrey reminded the Board of the upcoming Foundation Annual Meeting on August 25<sup>th</sup> and encourage all that were able to attend.

**IX. PRESIDENT’S REPORT**

**A. Tool & Die Grand Opening**

Dr. Abrams informed the Board that the Ohio Governor’s Workforce Policy Board would be holding its September meeting in the Kehoe Center in conjunction with the Grand Opening of the Tool and Die Center. The event would be announcing a \$1.8 million grant through the Jobs and Family Services One-Stop and the WIA Board. The President acknowledged Mr. Bob Zettler and all his efforts in seeing this project become a reality. He further acknowledged the roles of the Richland County Commissioners in making this program possible. He explained the plan to invite local businesses to the event in order to make them aware of the benefits the tool and die center brings and how the grant can make it all happen at no cost to them.

**B. Kehoe Kitchen Project**

Dr. Abrams announced that the College now has the capital funds available to hire an architect to begin the Kehoe Kitchen Project. He explained the plans to develop the banquet room and kitchen on the third floor and renovate the second floor to become the University Center. He informed the Board that Mr. Mark Collins would be heading up the project.

### **C. Lew Milner Update**

Dr. Abrams reported that Lew has been doing well with his rehab and was up and walking again. He expects to be back to work by the first of September.

### **D. Budget Bill**

Dr. Abrams reported that the Legislature requested a higher education funding study to recommend changes. He informed the Board on the membership of this committee and explained that he was the second member from a two-year college.

## **X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 8:35 p.m. Dr. Lucille Ford made a motion and it was seconded by Dr. Linda Kafer 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 9:54p.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.

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

The next meeting of the Board of Trustees is scheduled for Wednesday, September 28, 2005 at 7:00 P.M. in the Fallerius Technical Education Center (149-F).

**XII. 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 Mr. Matt Smith and seconded by Dr. Linda Kafer to adjourn the meeting at 9:55 p.m. and the motion carried unanimously.

Respectively submitted:

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Mr. Stephen R. Williams

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Mrs. Edith Humphrey, Chairperson