

North Central State College
Board of Trustees' Meeting
October 26, 2005
Minutes

I. CALL TO ORDER

The Chair called the meeting to order at 7:00 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
Dr. Ronald Walker

Absent: Dr. Lucille Ford
Dr. Omar Guimaraes

III. INTRODUCTION OF GUESTS

Dr. Ronald Abrams introduced Mr. Doug Hanuscin and Ms. Brooke Henwood representing the Managers Advisory Council; Dr. Therese Bushner, Ms. Peg Moir, Ms. Betty Wells, and Mr. Bob Zettler representing the President's Staff; and Ms. Teri Kofod representing the Faculty Caucus. He also introduced Mr. Bud Vetter a prospect for filling the Board of Trustees vacancy and Ms. Nikia Fletcher, Director of Admissions/ Enrollment Services.

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 September 30, 2005. He stated that revenues for the month totaled \$633,394. Expenditures were \$1,145,884 leaving a deficit of \$512,490. Year-to-date revenues totaled \$5,597,342. Year-to-date expenditures totaled \$3,589,795 leaving an excess of \$2,007,547. The Star Ohio month-end balance is \$1,789,362. Mr. Miller provided an update on the audit process, stating that things were going smoothly.

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

VI. CONSENT AGENDA

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

A. Minutes from September 28, 2005

B. Consideration of Approval of Employment of College Personnel -R-2005-31

***CONSIDERATION OF APPROVAL OF
EMPLOYMENT OF COLLEGE PERSONNEL
R-2005-31***

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 OCTOBER 3, 2005 AND ENDING JUNE 30, 2006

Brian Spencer, Technical Specialist

SALARY: \$20,910.29 prorated from \$28,000.00 for a fiscal year

BEGINNING OCTOBER 10, 2005 AND ENDING JUNE 30, 2006

Thomas Prendergast, Director of Grants and Institutional Research

SALARY: \$43,653.85 prorated from \$60,000.00 for a fiscal year

BEGINNING OCTOBER 24, 2005 AND ENDING JUNE 30, 2006

Eric Grove, Academic Advisor/Student Success Center

SALARY: \$20,519.80 prorated from \$29,750.00 for a fiscal year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-31

Brian Spencer fills a new approved position as a result of increased resource requirements due to additional activities at the Kehoe Center.

Thomas Prendergast fills a position vacated by Jerilyn Friedmann.

Eric Grove fills a position vacated by Shannon Roberts.

VII. REGULAR AGENDA

A. Student Profile Presentation – *Dr. Ronald Abrams, Ms. Nikia Fletcher*

Dr. Abrams explained to the Board the importance of our understanding exactly who our students are. In order to gain such an understanding, he introduced Ms. Nikia Fletcher, Director for Admissions/Enrollment Services for the College. Ms. Fletcher delivered a presentation on the profile of the typical North Central State College student as well as other pertinent data on enrollment and student body composition. Upon completion of her presentation and a short question & answer period, the Board commended Ms. Fletcher on her presentation and thanked her for sharing this information with the Board.

B. Consideration of Approval of 2005-2006 Operating Budget Amendment #1 –**R-2005-32** – *Mr. Bill Miller*

CONSIDERATION OF APPROVAL OF 2005-2006 OPERATING BUDGET AMENDMENT #1

R-2005-32

WHEREAS: *North Central State College has reviewed its 2005-2006 Operating Budget revenue and expenditure projections, and*

WHEREAS: *based upon this review, North Central State College needs to amend its 2005-2006 Operating Budget, and*

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2005-2006 Operating Budget Amendment #1, and*

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

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2005-2006 Operating Budget Amendment #1 of the College is hereby adopted as presented.*

ACTION TAKEN: Mr. Matt Smith moved for approval of the resolution R-2005-32. Dr. Ronald Walker seconded the motion and the motion carried unanimously.

C. Consideration of Approval of Authorization to Amend Alternative Retirement Plan – **R-2005-33** – Mr. Bill Miller, Mr. Doug Hanuscin

**CONSIDERATION OF APPROVAL OF AUTHORIZATION TO AMEND
THE ALTERNATIVE RETIREMENT PLAN
R-2005-33**

Synopsis: Authorization for North Central State College to amend the Alternative Retirement Plan to incorporate the changes made by amendments to the Ohio Revised Code Sections 3305.01 et seq. and to incorporate changes required by the Internal Revenue Service is proposed.

WHEREAS Ohio law provides that public colleges and universities maintain an Alternative Retirement Plan (the “Plan”) for eligible faculty and unclassified staff members; and

WHEREAS North Central State College adopted the Plan on February 5, 1999; and

WHEREAS the Ohio General Assembly has amended the Ohio Revised Code Sections 3305.01 et seq. affecting the Plan (the “Amendments”); and

WHEREAS the Amendments are effective August 1, 2005; and

WHEREAS North Central State College desires to amend and restate the Plan to conform to the amendments made to the Ohio Revised Code and to qualify the Plan under current federal laws and regulations; and

WHEREAS North Central State College desires to adopt the amendment and restated Plan.

NOW, THEREFORE, BE IT RESOLVED, That, at such time of the effective date of the above-referenced Amendments, the Vice President for Business and Administrative Services, in consultation with the Office of Human Resources, be authorized to adopt and execute the above-mentioned amended and restated Plan and to execute any other instruments, documents, or conveyances necessary to effectuate the amended and restated Plan; and

BE IT FURTHER RESOLVED, That the Vice President for Business and Administrative Services in consultation with the Office of Human Resources in carrying out this resolution, is hereby authorized and empowered to make any necessary changes to said amended and restated Plan as may be required to ensure compliance with the applicable and effective provisions of the Ohio Revised Code and the Internal Revenue Code of 1986, and any related rules and regulations, and to take such further action as may be necessary or advisable to implement this resolution.

Mr. Bill Miller presented the resolution to the Board while Mr. Doug Hanuscin explained the background information leading up to the need for this resolution.

ACTION TAKEN: Dr. Linda Kafer moved for approval of the resolution R-2005-33. Mr. Matt Smith seconded the motion and the motion carried unanimously.

- D. Consideration of Approval to Appoint an Architect for the Planning of the James W. Kehoe Center Kitchen/Banquet Rehabilitation – R-2005-34 – Mr. Bill Miller**

***CONSIDERATION OF APPROVAL TO APPOINT AN
ARCHITECT FOR THE PLANNING OF THE JAMES W. KEHOE CENTER
KITCHEN/BANQUET REHABILITATION***

R-2005-34

WHEREAS: local funds have been Appropriated to the James W. Kehoe Center for the Kitchen/Banquet Rehabilitation, and

WHEREAS: the third floor of the Kehoe Center will be rehabilitated to include a full service kitchen, a state of the art banquet facility, and updated ADA restrooms, and

WHEREAS: the North Central State College Architectural Committee unanimously recommends the architectural firm of Harris/Day Architects Inc.

NOW, THEREFORE BE IT RESOLVED: The Board of Trustees of North Central State College authorizes a Professional Design Service Agreement to be awarded to Harris/Day Architects Inc. in the amount not to exceed Seventy-Three Thousand Three Hundred Dollars (\$73,300.00).

*Harris/Day Architects Inc.
3722 Whipple Avenue, NW
Canton, Ohio 44718*

Mr. Bill Miller presented the resolution and stated that the project calling for a July 2006 completion date. Dr. Mehdi Ressallat asked about liability on the part of the architect for faulty designing and if this submission would have to go through the state funding process. Mr. Miller responded to the questions. Mr. Matt Smith asked if the standard AIA agreement format being used for this submission? Mr. Miller responded that it was.

ACTION TAKEN: Mr. Matt Smith moved for approval of resolution R-2005-34. Dr. Mehdi Ressallat seconded the motion and the motion carried unanimously.

- E. Board Self-Evaluation – Ms. Edith Humphrey, Mr. Nathan Ujvari**

Ms. Humphrey reminded the Board about the special meeting in November to conduct the Board's self-evaluation and asked all who have not already submitted their evaluation survey, to please do so. Mr. Nathan Ujvari explained that Dr. Michael Traugh would be compiling the survey results once all surveys were received. These results should give the Board some data from which to develop the self-evaluation.

F. Nominating Committee Status Report – Ms. Edith Humphrey

Ms. Edith Humphrey informed the Board that her term on the Board as well as Dr. Lucille Ford and Dr. Mehdi Ressallat were due to expire on January 17, 2006. She called for a volunteer to chair the Nominating Committee and seek reappointment to those positions due to expire. Mr. Matt Smith indicated that he would take on that responsibility and report back to the Board at the next regular meeting.

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

A. OACC Fall Conference

Ms. Humphrey called for a recap of the OACC Fall meeting. Mr. Matt Smith summarized the high points and value of the conference. He explained that the state and federal updates were particularly beneficial and informative.

B. Upcoming Events

Ms. Humphrey reminded the Board of the Employee Appreciation Dinner and Winter Celebration on Saturday, December 3rd at 6:00pm at the Kehoe Center and the College Holiday Open House on Friday, December 9th at 5:00pm also at the Kehoe Center. She encouraged all who were able, to attend.

C. Board Retreat (Strategic Planning)

Ms. Humphrey called for discussion of the Board Retreat to work on the Self-Evaluation, Goals, and Strategic Planning. Dr. Linda Kafer suggested waiting on their work with strategic planning until more of the Achieving the Dream activities are completed. Ms. Humphrey asked if the Board should get together in a November “Special” session to work on the Self-Evaluation. The Board set the date of November 30th as the date to conduct the “Special” Meeting for the purpose of discussing and developing the Board’s Self-Evaluation and will consider having a “Retreat” sometime in January to work specifically on strategic planning.

D. 2006 Board Meeting Dates

Ms. Humphrey asked the Board for any further input on the proposed meeting dates for 2006 that were submitted for review at the last meeting. The Board issued their support for the dates previously submitted.

IX. PRESIDENT'S REPORT

A. Foundation Board Retreat

Dr. Abrams reported on the recent Foundation Board Retreat stating that the Foundation Board seemed very engaged and were committed to a new level of involvement.

B. Fall Enrollment

Dr. Abrams reported a six percent decline in fall enrollment. He eluded to several possible causal factors including a thirty-three percent decline in enrollment of Post Secondary Enrollment Option (PSEO) students. Part of this decline could be attributable to soaring gasoline prices or strains on high school budgets. Dr. Abrams recapped some of the enrollment numbers across the state in comparison.

C. Other

Dr. Abrams reminded the Board about the upcoming meeting to review the latest Shared Services Agreement between North Central State College and Ohio State University – Mansfield.

Dr. Abrams distributed a handout from the Higher Education Leadership Coalition (HELCO) regarding the establishment of a common voice in higher education toward legislation.

Dr. Abrams distributed a handout of information from the Higher Education Funding Council

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:30 p.m. Dr. Linda Kafer made a motion and it was seconded by Dr. Ron Walker to adjourn to Executive Session to discuss a personnel matters that affects 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"
Dr. Ronald Walker- "yes"

Upon a motion made by Dr. Linda Kafer seconded by Dr. Mehdi Ressallat to end the Executive Session at 9:08p.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”
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, December 7, 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 Dr. Linda Kafer and seconded by Dr. Ron Walker to adjourn the meeting at 9:09 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams

Mrs. Edith Humphrey, Chairperson