

North Central State College
Board of Trustees' Meeting
March 22, 2006
Minutes

I. CALL TO ORDER

The Vice Chair called the meeting to order at 7:06 p.m.

II. ROLL CALL

The Recorder called the roll.

Present: Dr. Omar Guimaraes
Dr. Linda Kafer
Dr. Mehdi Ressallat
Mr. Matt Smith
Mr. Bud Vetter
Dr. Ronald Walker

Absent: Mrs. Edith Humphrey
Mr. Nathan Ujvari

III. INTRODUCTION OF GUESTS

Dr. Ronald Abrams introduced Dr. Therese Bushner, Ms. Peg Moir, Mr. Don Plotts and Ms. Betty Wells representing the President's Staff; Ms. Adina Mentzer and Dr. Bruce Sliney representing the Managers Advisory Council; and Ms. Teri Kofod representing the Faculty Caucus. He also introduced Dr. Bob Cyders, Director of CollegeNOW and Ms. Kate Peresie, Coordinator for the Academic Quality Improvement Program (AQIP).

IV. COLLEGE MISSION STATEMENT

Mr. Matthew Smith 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 February 28 2006. He stated that revenues for the month totaled \$2,885,347. Expenditures were \$1,486,093 leaving a excess of \$1,399,254. Year-to-date revenues totaled \$14,008,328. Year-to-date expenditures totaled \$11,095,353 leaving an excess of \$2,912,975. The Star Ohio month-end balance is \$1,312,462. Mr. Miller also noted payroll and fringes for faculty overload and reported on the Workforce Grant.

ACTION TAKEN: Mr. Bud Vetter moved for approval of the Treasurer's Report for the period ending February 28, 2006. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

VI. CONSENT AGENDA

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

A. Minutes from February 22, 2006

B. Consideration of Approval of Employment of College Personnel -R-2006-10

**CONSIDERATION OF APPROVAL OF
EMPLOYMENT OF COLLEGE PERSONNEL
R-2006-10**

NEW HIRES

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

BEGINNING MARCH 1, 2006 AND ENDING JUNE 30, 2006

Donald Plotts, Special Assistant to the President for Community & Government Relations

SALARY: \$26,666.64 prorated from \$80,000.00 for a fiscal year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2005-10

Donald Plotts replaces Bob Zettler.

**C. Consideration of Approval of Contracts for One-Year Probationary Faculty
-R-2006-11**

**CONSIDERATION OF APPROVAL OF ONE-YEAR CONTRACTS
FOR PROBATIONARY FACULTY**

R-2006-11

BE IT RESOLVED: by the Board of Trustees that approval is hereby given to the administration of the college for the “memos of intent” to be issued to the following faculty who have been fully evaluated and recommended without reservation for renewal of contracts for the period stated below:

**PROBATIONARY FIRST-YEAR CONTRACT
(2006-2007)**

Lou Ellen Huff

PROBATIONARY SECOND-YEAR CONTRACT

(2006-2007)

Sharon Perry
Rebecca Wagner

PROBATIONARY THIRD-YEAR CONTRACT

(2006-2007)

Robyn Denney
Margaret Puckett

ONE-YEAR LECTURER CONTRACT

(2006-2007)

Deborah Hysell
Patrick Kent

ONE-YEAR PART-TIME INSTRUCTIONAL CONTRACT

(2006-2007)

Terry Shrewsberry

VII. REGULAR AGENDA

A. Academic Quality Improvement Program (AQIP) Update – Ms. Kate Peresie

Dr. Abrams introduced Ms. Kate Peresie and asked her to give the Board an update on the AQIP program. Ms. Peresie provided an overview of where the College is and where the College is going. She distributed an update handout. She explained that the program requires the College to submit three action projects (that are reported on every year) and to maintain a systems portfolio (which the College must keep updated). The Board thanked Ms. Peresie for her efforts with AQIP and for the update on the program.

B. Dr. Abrams introduced Dr. Bob Cyders, Director of CollegeNOW and asked Dr. Cyders to give the Board an update. Dr. Cyders presented some background on the program and elaborated on some of the most prominent features of the program over the traditional classroom approach to learning. He explained that high school students successfully completing the CollegeNOW requirements will not only fulfill requirements for their high school diploma but will also be awarded an Associate Degree for their accomplishments. Dr. Cyders pointed out that the savings in college costs to students and their parents is an attractive feature of this program. The Board thanked Dr. Cyders for his accomplishments with the CollegeNOW program and for his presentation.

C. Consideration of Approval of Reduction in Workforce Policy – R-2006-08
- Mr. Bill Miller

Miller recapped recommended changes as proposed by the Board at their last meeting and under the advisement of the Attorney General's office. Miller emphasized that the Board understand and the minutes specifically reflect "this policy is not seeking approval with any intent toward a workforce reduction action at this time." The Board further discussed some language in the policy and asked that Miller incorporate the points discussed and bring the revised policy back to next meeting for further consideration of approval.

D. Consideration of Approval of Amendment for Architect Contract – R2006-12
- Mr. Bill Miller

CONSIDERATION OF APPROVAL TO ADJUST ARCHITECT'S FEES FOR THE JAMES W. KEHOE CENTER REHABILITATION PROJECT

R-2006-12

WHEREAS: *the architectural firm of Harris/Day Architects, Inc. has been retained for the sum of Seventy-Three Thousand, Three Hundred Dollars (\$73,300) to develop design plans for the James W. Kehoe Center Kitchen/Banquet Center Rehabilitation project, and*

WHEREAS: *additional renovation needs have been identified at the Kehoe Center associated with expansion of the College-NOW program, relocation/expansion of the Entrepreneurial Hall of Fame, and conversion of the existing banquet facility to classrooms and the "University Center," and*

WHEREAS: *it would be more cost effective and timely to include the design elements for these newly identified renovation needs with the prior approval kitchen/banquet center rehabilitation design project.*

NOW, THEREFORE, BE IT RESOLVED: *the Board of Trustees of North Central State College authorizes an increase in the design service fee, in the amount of Seventy-Eight Thousand, Three Hundred Fifty-Eight Dollars (\$78,358), to be paid to Harris/Day Inc. for providing appropriate design plans for the afore mentioned additional renovation projects.*

Miller explained the need for the amendment and the progress of the project and justification for breaking the project into phases to make use of available funding.

ACTION TAKEN: Following Miller's discussion, Mr. Bud Vetter moved for approval of Resolution R-2006-12. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

E. Consideration of Approval of Tuition Increase – R2006-13
- Mr. Bill Miller

CONSIDERATION OF APPROVAL OF TUITION INCREASE
R-2006-13

WHEREAS: *the Board of Trustees of North Central State College is committed to providing access to a high-quality and affordable education, and*

WHEREAS: *revenue projections based on current resources will not likely keep pace with the expenditures required of the College to ensure quality programming.*

NOW, THEREFORE, BE IT RESOLVED: *that the Board of Trustees hereby authorizes a \$4.50 (5.9%) per credit hour increase in instruction and general fees for the 2006-2007 academic year, commencing Summer Quarter 2006.*

Miller explained the rationale behind the proposed tuition increase and how the small increase from \$76.25 per credit hour to \$80.75 will have a significant impact. The Board for further information regarding the fund balance, use of reserves, and enrollment projections. Dr. Mehdi Ressallat expressed concern for students' ability to meet escalating tuition rates. Miller explained that even after this proposed tuition increase, NCState remains one of the lowest rates in the state among non-levied institutions.

ACTION TAKEN: Upon the conclusion of discussion, Mr. Bud Vetter moved for approval of Resolution R2006-13. Dr. Ronald Walker seconded the motion and the motion passed unanimously.

F. Nominating Committee Status Report – Mr. Matt Smith

Mr. Matt Smith reported that the search for a candidate to fill the one remaining opening is still in progress. The Board discussed some potential candidates.

VIII. BOARD CHAIRPERSON REPORT- Mr. Matt Smith

A. Diane Hipsher/Phi Theta Kappa Recognition

Mr. Smith expressed a desire to send a letter to Ms. Diane Hipsher to recognize and applaud her Phi Theta Kappa International and Horizon awards and to thank Beta Theta Eta for the refreshments and information packets at last month's Board of Trustees meeting.

B. Financial Disclosure

Mr. Smith reminded the Board of the due dates for the Ohio Ethics Commission's Financial Disclosure Statements.

C. OACC Annual Meeting

Mr. Smith reminded the Board of the upcoming OACC Annual Meeting May 4th and 5th. Mr. Smith, Dr. Kafer, Dr. Walker, and Mr. Vetter all identified their plans to attend.

D. Statewide Trustee Conference June 5-6

Mr. Smith reminded the Board of the upcoming Statewide Trustee Conference on June 5-6 hosted by the Ohio Board of Regents.

E. Update on Trustee Reporting

Mr. Smith called for further discussion on Trustee Reporting. He explained that the reports called for are those that align with the Board's Ends and that efforts to consolidate reports should be considered wherever feasible. Dr. Linda Kafer asked about including Risk Management Planning and Reporting.

IX. PRESIDENT'S REPORT

A. Enrollment Initiatives

Dr. Abrams introduced Mr. Don Plotts and asked that he give the Board an update on some of the enrollment initiatives currently underway. Mr. Plotts explained six to seven new initiatives he is currently working on to help increase enrollment.

B. Kehoe Renovation

Dr. Abrams provided a recap of the Kehoe Renovation activities currently underway and in planning stages.

C. Higher Education Funding Council

Dr. Abrams provided an update of the Council's activities.

D. All-Ohio Academic Team

Dr. Abrams informed the Board of upcoming All-Ohio Academic Team Awards Dinner to be held on March 29th in Columbus to recognize the College's Student Scholar of the Year and Runner-up.

E. Other

Dr. Abrams informed the Board that Ms. Barbara Endel of Knowledge Works wishes to visit with the Board at their May meeting to give a brief presentation on the Achieving the Dream Initiative and to discuss funding determination.

Dr. Abrams gave the Board notice of Chancellor Chu's intention to resign.

X. EXECUTIVE SESSION

The Vice Chair called for an Executive Session at 8:51 p.m. Dr. Linda Kafer made a motion and it was seconded by Dr. Omar Guimaraes to adjourn to Executive Session to discuss a personnel matter that affect specific personnel (The President's Performance Evaluation). A roll call vote on the motion was approved unanimously by all members present.

Dr. Omar Guimaraes- "yes"
Mrs. Edith Humphrey- not present
Dr. Linda Kafer- "yes"
Dr. Mehdi Ressallat- "yes"
Mr. Matt Smith- "yes"
Mr. Nathan Ujvari- not present
Mr. Bud Vetter- "yes"
Dr. Ronald Walker- "yes"

Upon a motion made by Dr. Linda Kafer seconded by Mr. Bud Vetter to end the Executive Session at 9:20.m., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously by all members present.

Dr. Omar Guimaraes- "yes"
Mrs. Edith Humphrey- not present
Dr. Linda Kafer- "yes"
Dr. Mehdi Ressallat- "yes"
Mr. Matt Smith- "yes"
Mr. Nathan Ujvari- not present
Mr. Bud Vetter- "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, April 26, 2006 at 7:00 P.M. in the Fallerius Technical Education Center (149-F).

XII. ADJOURNMENT

The Vice 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. Bud Vetter to adjourn the meeting at 9:21 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams

Mr. Matthew Smith, (Acting) Chairperson