

North Central State College
Board of Trustees' Meeting
October 25, 2006
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. Omar Guimaraes
Dr. Pat Hightower
Mrs. Edith Humphrey
Dr. Linda Kafer
Dr. Mehdi Ressallat
Mr. Matt Smith
Mr. Nathan Ujvari
Mr. Bud Vetter
Dr. Ronald Walker (7:48p.m.)

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. Brooke Henwood and Ms. Bev Walker representing the Managers Advisory Council; Mr. Brad Hays representing the Faculty Caucus; Mr. Rick Witchey representing the Ohio State University at Mansfield Board of Trustees; Mr. Brad McCormack, Assistant Vice President for Business and Administrative Services and Mrs. Nancy Williams.

IV. COLLEGE MISSION STATEMENT

Ms. 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, 2006. He stated that revenues for the month totaled \$850,171. Expenditures were \$1,419,765 leaving a deficit of \$569,594. Year-to-date revenues totaled \$6,089,106. Year-to-date expenditures totaled \$4,022,547 leaving an excess of \$2,066,558. The Star Ohio month-end balance is \$2,376,951. Mr. Bill Miller highlighted the indirect costs associated with reimbursements and investment income. Mr. Matt Smith asked for information on activity relative to Workforce/Community Development income and expenses. Mr. Bill Miller and Mr. Don Plotts responded.

ACTION TAKEN: Mr. Bud Vetter moved for approval of the Treasurer's Report for the period ending September 30, 2006. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

Mr. Bill Miller provided an update on the progress of the annual audit by informing the Board that the Auditors have had nothing to report at this time. They anticipate the audit being concluded and ready to present to the Board of Trustees at their January 17, 2007 regular meeting. Mr. Bill Miller also informed the Board that he would be stepping down as the Vice President for Business and Administrative Services and resuming a faculty position in the fall of academic year 2007-2008. He announced that Mr. Brad McCormack would be stepping up to assume the role of Vice President for Business and Administrative Services and would begin training for that role immediately.

VI. CONSENT AGENDA

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

A. Minutes from September 27, 2006

B. Consideration of Approval of College Personnel Professional Growth Recognition - R-2006-31

CONSIDERATION OF APPROVAL OF COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION R-2006-31

WHEREAS: Rebecca B. Wagner has supplied documentation that she has completed 60% of a Master's Degree.

THEREFORE, BE IT RESOLVED: by the Board of Trustees that \$1,060.00 be added to base salary of \$33,390.00, to \$34,450.00, effective, October 1, 2006, in recognition of 60% completion of a Master's Degree in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."

WHEREAS: Teresa Van Dorn has supplied documentation that she has completed a Master's Degree.

THEREFORE, BE IT FURTHER RESOLVED: by the Board of Trustees that \$1,060.00 be added to base salary of \$49,157.00 to \$50,217.00, effective, October 16, 2006, in recognition of completion of a Master's Degree in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."

VII. REGULAR AGENDA

A. Consideration of Approval of Construction Contracts for the Kee Hall Roof Replacement Project – R-2006-32 – Mr. Bill Miller

**CONSIDERATION OF APPROVAL
OF KEE HALL ROOF & MASONRY RENOVATION
CONSTRUCTION CONTRACT & CONTINGENCY AMOUNT**

R-2006-32

WHEREAS: *the Byron Kee Hall is in desperate need of a roof replacement and masonry renovation to eliminate leaks throughout the facility, and*

WHEREAS: *North Central State College allocated funds under the State of Ohio Capitol Bill for the renovation of the Byron Kee Hall roof replacement, and*

WHEREAS: *sealed bids were received by the College at 12:00 p.m. on Wednesday, October 11, 2006, for the Byron Kee Hall roof & masonry renovation, and*

WHEREAS: *the low bid is within 10% of the projected estimate, and*

WHEREAS: *the College is in conformance with the bidding process under Section 153 of the Ohio Revised Code.*

NOW, THEREFORE BE IT RESOLVED: *the Board of Trustees of North Central State College authorizes a contract of \$419,500.00 to be awarded to Pete Miller Inc. for the renovation of the Kee Hall roof & masonry renovation.*

<u>Contract:</u>	
Pete Miller Inc.	\$419,500.00
2890 Harding HWY. E.	
Marion, Ohio 43302	
P.O. Box 897 43301	
Phone: 740-383-3718	
Fax: 740-382-0008	
Federal ID# 34-187-9873	
<u>Contingency:</u>	<u>\$39,900.00</u>

Total: \$459,400.00

ACTION TAKEN: Mr. Bill Miller presented the resolution R-2006-32. Dr. Omar Guimaraes moved for approval of Kee Hall Roof & Masonry Renovation Construction Contract & Contingency Amount Resolution R-2006-32. Mr. Matt Smith seconded the motion and the motion carried unanimously.

B. OSU-Mansfield Board Meeting Update – Ms. Edith Humphrey

Ms. Edith Humphrey recapped the highlights of her attendance at the Ohio State University at Mansfield Board of Trustees meeting on October 20th. She explained that she particularly enjoyed the presentations by new faculty of their respective research backgrounds. The Chair called for someone represent the Board at OSU-M's next Board meeting on December 1st. Dr. Ronald Walker announced that he would assume that task.

C. Strategic Planning/Board Goals – Dr. Ronald Abrams

Dr. Ronald Abrams explained that the Board typically announces their focus for the coming year in their Goal Statement that is announced at the December meeting. Ms. Edith Humphrey recalled a goals statement she had submitting for consideration/discussion previously and called for those statement to be brought back for the Board for further discussion in the development of their goals for the institution for the coming year. Dr. Omar Guimaraes recalled some previous discussion of a series of reports that the Board could use to monitor the progress of the College toward accomplishment of the annual goals. The Board called for further discussion of both of these topics at their next meeting.

D. Advanced Manufacturing Training Grant Update – Mr. Don Plotts

Mr. Don Plotts provided a presentation update on the progress of the Advanced Manufacturing Training Grant and other Workforce related initiatives. Upon conclusion of the presentation, Mr. Matt Smith stated that he has heard several Legislators making encouraging comments about North Central State College's work in this area. Dr. Ronald Abrams added some comments about our partnerships with the local adult education centers.

E. Ohio Workforce Education and Training Advisory Council (OWETAC) – Dr. Ronald Abrams

Dr. Ronald Abrams provided an update of the proposed governance model by sharing some insights of the Council and recapped some of the various models presented for consideration

VIII. BOARD CHAIRPERSON REPORT- Ms. Edith Humphrey

A. Association of Community College Trustees (ACCT) Congress Recap

Ms. Edith Humphrey asked Mr. Nathan Ujvari to give the Board a recap of the ACCT Leadership Congress. Mr. Nathan Ujvari reported that the event provided a wealth of information however, the wanted to specifically focus on the discussions and information he gained regarding the Board's Evaluation. Mr. Ujvari also shared some information he gained from a workshop he attended regarding diversity. After some discussion, Dr. Ronald Abrams suggested that the

information on diversity might best serve the College by being passed on to the Achieving the Dream Core Team as they are already involved in this kind of work.

B. Board Appreciation Dinner

Ms. Edith Humphrey recapped the Board of the Appreciation Dinner that was held on October 21st at the Kehoe Center. On behalf of the Board of Trustees she thanked Dr. Abrams and his staff for a wonderful evening.

C. Other

Ms. Edith Humphrey called for the assembly of a committee to work on the nomination of Board officers for the coming year. Ms. Humphrey asked Dr. Linda Kafer if she would chair the committee and come back to the Board with recommendations at the December meeting. Dr. Kafer stated that she would accept the responsibility.

IX. PRESIDENT'S REPORT

A. Fall Enrollment

Dr. Abrams announced to the Board that fall enrollment was looking positive and currently fall enrollment is reported to be up two percent over last year. Average across the state are reported to be running at .3% which puts the College above the average. Dr. Abrams also shared some other enrollment reports from across various sectors throughout the state.

B. Annual Review of Shared Services Agreement

Dr. Abrams reminded the Board of the upcoming annual review of the Shared Services Agreement with Ohio State University – Mansfield on November 6, 2006. Dr. Abrams will be joined by Mr. Matt Smith and Dr. Ronald Walker when meeting with Dr. Evelyn Freeman and two members of their Board of Trustees. Dr. Abrams reported that there were no problems with the agreement expected.

C. Institutional Advancement NMCPA Awards

Dr. Abrams explained that our Institutional Advancement Department had submitted some of their recent work for evaluation from the National Council for Public Relations (NMCPA) and was the recipient of a number of awards. He then asked Ms. Betty Wells to give the Board a report on the activities in her department. Ms. Betty Wells reported that the NMCPA consists of around 384 institutions from across the country and she was proud to announce that North Central State College received three Gold Medals, one Silver Medal, and two Bronze Medals. She then showed the Board some of the works that landed the department the accolades. Ms. Wells presented a brief history of the Public Relations and Marketing activity at the College

and stated how bringing Graphic Artist, Mr. Keith Stoner in-house has made a world of difference. She talked a little bit about the goals of the Institutional Advancement Department and marketing outcomes. She once again, highlighted the work of Mr. Keith Stoner and Ms. Nikki Workman toward receiving these prestigious awards on behalf of the College. Dr. Ronald Abrams thanked Ms. Wells for her presentation and offered his congratulations to Ms. Betty Wells and her staff.

D. Governor's Workforce Education and Training Advisory Council

Dr. Abrams provided a summary of the recommendations of the GWETAC and discussed the proposed system design and other related issues.

E. Student Services Meeting

Dr. Abrams asked Ms. Peg Moir to present the Board with some information regarding the recent Student Services meeting she attended. Ms. Peg Moir reported that on October 11th they held the first joint shared services meeting between the offices of North Central State College and Ohio State University – Mansfield. She stated that the meeting was a big success. Essentially the meeting was an opportunity for student services individuals from each institution to get better acquainted with their counterparts to share information and insights. She further reported that there was only limited discussion of standardizing the Student Code of Conduct and some other issues however, all agreed that the joint meeting was a positive experience for both institutions.

E. Other

Dr. Abrams gave the Board some information on the change in the Employee Appreciation Event this year in an attempt to broaden the scope and include all employees. Dr. Abrams asked the Board to mark their calendars for December 1st from 5:00pm to 8:00pm and informed them that official invitations will be forthcoming in the near future.

Dr. Abrams also provided some information on the proposed Success Challenge Grant and reported on expectation of no growth in capital budgeting. He stated that there would be more information on these issues in the coming months.

X. TIME AND PLACE OF NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Wednesday, December 6, 2006 at 7:00 P.M. in the Fallerius Technical Education Center (149-F).

XI. 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. Nathan Ujvari to adjourn the meeting at 8:40 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Ms. Edith B. Humphrey, Chairperson