

**North Central State College**  
**Board of Trustees' Meeting**  
**February 28, 2007**  
**Minutes**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:02 p.m.

**II. ROLL CALL**

**The Recorder called the roll.**

**Present:** Dr. Omar Guimaraes  
Dr. Pat Hightower  
Mrs. Edith Humphrey  
Dr. Linda Kafer  
Mr. Matt Smith  
Mr. Nathan Ujvari  
Mr. Bud Vetter

**Absent:** Dr. Mehdi Ressallat  
Dr. Ronald Walker

**III. INTRODUCTION OF GUESTS**

Dr. Ronald Abrams introduced Dr. Therese Bushner, Mr. Brad McCormack, Ms. Peg Moir, Mr. Don Plotts, and Ms. Betty Wells representing the President's Staff; Mr. Mark Monnes representing the Managers Advisory Council; Mr. Brad Hays representing the Faculty Caucus; Mr. Ken Ekegren representing the Planning Advisory Council; and Ms. Gina Kamwithi and Faculty Member Ms. Carmen Morrison.

**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 January 31, 2007. He stated that revenues for the month totaled \$622,900. Expenditures were \$1,457,099 leaving a deficit of \$834,199. Year-to-date revenues totaled \$12,012,724. Year-to-date expenditures totaled \$10,010,164 leaving an excess of \$2,002,560. The Star Ohio month-end balance for January 2007 is \$2,418,623. On the January 2007 report, Mr. Bill Miller highlighted the Job and Family Services billing for contracted work reversals and adjustments. Under expenses he highlighted various financial aid postings.

**ACTION TAKEN:** Mr. Bud Vetter moved for approval of the Treasurer's Report for the period ending January 31, 2007. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

Mr. Bill Miller reported that the Audit Report had been accepted and approved by the State. He also provided an update on the College Health Insurance cost and distributed a handout to the Board and all present.

## **VI. CONSENT AGENDA**

The Chair presented the Consent Agenda. The Board Recorder asked that Item B. Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty – R-2007-04 be removed from the Consent Agenda. On a motion by Dr. Omar Guimaraes, seconded by Dr. Linda Kafer and passing unanimously, the following items were approved:

**A. Approval of minutes of January 17, 2007**

**B. <<Removed>>**

## **VII. REGULAR AGENDA**

**A. (Immediate) Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty – R-2007-04 – Dr. Therese Bushner**

### **CONSIDERATION OF APPROVAL OF CONTRACTS FOR PROBATIONARY AND NON-PROBATIONARY FACULTY**

**R-2007-04**

**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 SECOND-YEAR CONTRACT (2007-2008)**

Erica Boyd  
Lou Ellen Huff

#### **PROBATIONARY THIRD-YEAR CONTRACT (2007-2008)**

Sharon Perry  
Rebecca Wagner

**ONE-YEAR LECTURER CONTRACT  
(2007-2008)**

Deborah Hysell  
Patrick Kent

**ONE-YEAR FULL-TIME INSTRUCTIONAL CONTRACT  
(2007-2008)**

Esther Moore

**THREE-YEAR NON-PROBATIONARY CONTRACT  
(First Year of a Three-Year Contract)**

**(2007-2010)**  
Margaret Puckett

Dr. Therese Bushner explained that since the board package was published, faculty member Robyn Denney submitted her resignation and therefore, should no longer be considered for contract approval. Dr. Bushner had a revised copy of the resolution R-2007-04 distributed for the Board's consideration.

ACTION TAKEN: Mr. Nathan Ujvari moved to approve resolution R-2007-04 Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty. Dr. Linda Kafer seconded the motion and the motion passed unanimously.

**B. Distance Learning Presentation – Dr. Therese Bushner**

Dr. Ronald Abrams offered some background information on the Distance Learning program and turned the floor over to Dr. Therese Bushner. Dr. Bushner introduced Community Education Director Ms. Gina Kamwithi and Computer Information Systems faculty member Assistant Professor Carmen Morrison to present the Distance Learning program. Ms. Kamwithi and Ms. Morrison distributed a copy of their presentation and discussed the Distance Learning: Mission, Faculty, Courses, Enrollment Growth, and Student Success. Upon conclusion, the Board thanked them for their presentation and asked several follow-up questions.

**C. Consideration of Approval To Appoint An Early Head Start Governing Body – R-2007-05 - Mr. Bill Miller**

**CONSIDERATION OF APPROVAL  
TO APPOINT AN EARLY HEADSTART GOVERNING BODY**

***R-2007-05***

***WHEREAS:*** North Central State College is the recipient of an Early Head Start Grant, which provides service to the entire campus, and

***WHEREAS:*** the Early Head Start Grant requires that a Governing Body be appointed to oversee and direct the operation of the grant on a regular and timely basis, and

**WHEREAS:** while the North Central State College Board of Trustees is accountable to the public-at-large for the governance of the Child Development Center, it is neither appropriate nor practical for this Board to govern the daily operations of the Early Head Start grant.

**NOW, THEREFORE BE IT RESOLVED:** by the Board of Trustees of North Central State College that the NCSC/OSU-M Child Development Center Grantee Board be established and serve as the Early Head Start Governing Board.

**BE IT FURTHER RESOLVED:** that the Board of Trustees of North Central State College will continue to exercise final approval for the Early Head Start grant and budget as it relates to the overall Child Development Center budget.

ACTION TAKEN: Dr. Omar Guimaraes moved to approve resolution R-2007-05 Consideration of Approval to Appoint an Early Head Start Governing Body. Mr. Bud Vetter seconded the motion and the motion passed unanimously.

**D. OSU-Mansfield Board Meeting – Mr. Bud Vetter**

Mr. Bud Vetter recapped the highlights of the Ohio State University Mansfield Board of Trustees meeting he attended on January 19<sup>th</sup>. Dr. Pat Hightower announced that she would attend the next OSU-M Board meeting on March 16<sup>th</sup>.

**E. Strategic Planning Update – Dr. Ronald Abrams/Mr. Ken Ekegren**

Dr. Ronald Abrams introduced Mr. Ken Ekegren. Mr. Ekegren outlined the Planning Advisory Council's projects and timelines. He explained that according to the Carroll County Community College model that we are following, the planning cycle rolls over every two years. Mr. Ekegren recapped the five strategic initiatives and explained that each initiative had a leader and a reporter chosen to ensure they remained on task. Leaders have started developing task statements to support and drive each of the initiatives. He explained that the PAC is in the process of reviewing proposal approval documents then working on assessment vehicles in order to lead into the budget process.

**F. Nominating Committee – Dr. Linda Kafer**

Dr. Ronald Abrams provided an update on information from the Governor's Office on Dr. Ronald Walker's consideration for reappointment. He explained that we should begin looking for a representative from the Ashland area to replace Dr. Walker in the event he is not reappointed. Dr. Linda Kafer recommended that the Board encourage Mr. Steve Stone, Executive Director of the Ashland Mental Board of Health to submit his application for consideration by the Governor for appointment to the North Central State College Board of Trustees. Dr. Linda Kafer stated that she will convey the Board's encouragement to Mr. Steve Stone and will solicit Dr. Lucille Ford for any other recommendations from the Ashland area.

**G. Board Self-Evaluation – *Mr. Matt Smith/Mr. Nathan Ujvari***

Mr. Nathan Ujvari reported that he will be in discussion with ACCT regarding the Board Self-Evaluation upon completion of the President's Evaluation. Mr. Matthew Smith reported that he was hoping to bring back some information from the ACCT Governance Institute he is attending next week and also hopes to begin working to improve Trustee Orientation and Training.

**VIII. BOARD CHAIRPERSON REPORT- *Mr. Matthew Smith***

**A. ACCT Governance Leadership Institute – March 3<sup>rd</sup> and 4<sup>th</sup>**

Mr. Matthew Smith announced that he and Dr. Ronald Abrams would be attending the ACCT Governance Leadership Institute next week and he reviewed the agenda for the two-day institute.

**B. OACC Legislative Summit – March 27<sup>th</sup>**

Mr. Matthew Smith announced the upcoming OACC Legislative Summit and alerted the Board that the date had been changed to March 27<sup>th</sup> due to the Governor's State of the State address on the 14<sup>th</sup>. He extended an invitation to join them to any Board member who might have been affected by the previous date.

**C. Board Retreat – 8:00am – 12:00pm March 31<sup>st</sup> (164-Kehoe)**

Mr. Matthew Smith announced the date for the upcoming Board retreat. He explained that he would provide more information on the retreat at the next regularly scheduled Board meeting in preparation for the retreat.

**D. Other Announcements**

Mr. Matthew Smith made the following announcements: 1. Financial Disclosure Statements were due to the Ohio Ethics Commission by April 16<sup>th</sup>, he was in the process of responding to the First Biennial Community College Survey, Lorain Community College was highlighted in the Lorain Leadership Awards, the Galion Chamber of Commerce published an impressive insert on North Central State College, the Shelby Globe highlighted the Kehoe Center in their latest progress edition, there was an interesting course offering on Dealing with Aging Parents presented through distance learning.

**IX. PRESIDENT'S REPORT**

**A. New Ethics Requirements**

Dr. Abrams announced that Governor Strickland's office has come out with an Executive Order on new Ethics Requirements. This Executive Order has been included in the information portion of the board packet for reference.

**B. Terry Thomas' Resignation**

Dr. Abrams explained that Terry Thomas has resigned as Executive Director for the OACC in order to take a position in the Governor's Office as Assistant Deputy Director for Job and Family Service. In his new role he will be serving in a key role for the Governor's workforce policy issues. Dr. Abrams announced that he and Mr. Larry Porter are serving as Co-Chairs of the search committee for Terry's replacement.

**C. Board of Regents Proposal**

Dr. Abrams pointed out and elaborated on some of the highlights of the proposal, most significantly that the Chancellor of the OBR is to become a cabinet level position.

**D. County Commissioners' Letter**

Dr. Abrams shared the County Commissioners' letter to the Governor in an attempt to get him to come to the area to see the kind of things that we are doing here along the lines of workforce and economic development.

**E. Other Items**

Dr. Abrams reported that enrollment and FTEs were both showing increases over this same time last year.

Dr. Abrams announced that Beta Theta Eta Chapter President Kristina Karbula would be attending the March meeting to give her presentation for consideration for office at the international level.

Dr. Abrams announced that he had recently attended the annual COMBASE conference in New York City and was elected Treasurer of the organization for the coming year.

Dr. Abrams updated the Board on phase two of the Fallerius Renovation Project.

**X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 8:05 p.m. Mr. Bud Vetter made a motion and it was seconded by Mr. Nathan Ujvari to adjourn to Executive Session to discuss the President's evaluation. A roll call vote on the motion was approved unanimously by all members present.

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

Upon a motion made by Ms. Edith Humphrey seconded by Dr. Pat Hightower to end the Executive Session at 10:05p.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”  
Dr. Pat Hightower – “yes”  
Mrs. Edith Humphrey- “yes”  
Dr. Linda Kafer- “yes”  
Dr. Mehdi Ressallat- not present  
Mr. Matt Smith- “yes”  
Mr. Nathan Ujvari- “yes”  
Mr. Bud Vetter- “yes”  
Dr. Ronald Walker- not present

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, March 28, 2007 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 Mr. Nathan Ujvari to adjourn the meeting at 10:06 p.m. and the motion carried unanimously.

Respectively submitted:

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Mr. Stephen R. Williams, Recorder

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Mr. Matthew P. Smith, Chair