

**North Central State College
Board of Trustees' Meeting
August 22, 2007**

I. CALL TO ORDER

The Chair called the meeting to order at 7:04 p.m.

II. ROLL CALL

The Recorder called the roll.

Present: Dr. Omar Guimaraes
Mrs. Edith Humphrey
Mr. Matt Smith
Mr. Nathan Ujvari
Mr. Bud Vetter
Dr. Ronald Walker

Absent: Dr. Pat Hightower
Dr. Linda Kafer
Dr. Mehdi Ressallat

III. INTRODUCTION OF GUESTS

Dr. Ronald Abrams introduced Dr. Therese Bushner, Mr. Brad McCormack, Mr. Don Plotts, and Ms. Betty Wells representing the President's Staff; Mr. Terry Coleman representing the Managers Advisory Council; and Mr. Brad Hays representing the Faculty Caucus.

IV. COLLEGE MISSION STATEMENT

Mr. Matthew Smith read the Mission Statement for North Central State College.

V. TREASURER'S REPORT

Mr. Brad McCormack presented the Treasurer's Report for the period ending June 30, 2007. He stated that revenues for the month totaled \$993,827. Expenditures were \$1,694,529 leaving a deficit of \$700,703. Year-to-date revenues totaled \$18,789,344. Year-to-date expenditures totaled \$17,914,477 leaving an excess of \$874,867. The Star Ohio month-end balance for June 2007 is \$2,977,061. Mr. McCormack noted that Revenues would reflect the closeout of the Advanced Manufacturing Training Grant as well as the May/June closeout of Community Development. He also pointed out that Commencement expenses are reflected under Expenditures. McCormack pointed out that the May numbers may still be adjusted slightly due to the audit in January.

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

Mr. Brad McCormack presented the Treasurer's Report for the period ending July 31, 2007. He stated that revenues for the month totaled \$3,529,280. Expenditures were \$1,189,132 leaving an excess of \$2,340,147. Year-to-date revenues totaled \$3,529,280. Year-to-date expenditures totaled \$1,189,132 leaving an excess of \$2,340,147. The Star Ohio month-end balance for July 2007 is \$2,489,224. Mr. Nathan Ujvari asked if the July report represented a closeout of the Advanced Manufacturing Training Grant and were their plans on how to replace that fund source? Mr. Brad McCormack explained that alternative funding sources were being pursued pending a new grant funding source. Mr. Ujvari called for a presentation of initiatives and ideas in the funding of corporate development. Mr. Donald Plotts explained that there are corporate training activities waiting in the wings to see if an alternative grant funding source is found. Mr. Plotts further explained other strategic planning initiatives that are in the works and offered to bring a more comprehensive report on workforce development issues to the next Board meeting.

ACTION TAKEN: Mr. Nathan Ujvari moved for approval of the Treasurer's Report for the period ending July 31, 2007. Dr. Ronald Walker seconded the motion and the motion carried unanimously.

VI. CONSENT AGENDA

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

A. Approval of minutes of June 27, 2007

B. Consideration of Approval of Employment of College Personnel – R-2007-19

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

R-2007-19

NEW HIRES

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

BEGINNING JULY 2, 2007

Julie Korbas, Entry Program Facilitator – Success Unlimited

SALARY: \$32,074 for a fiscal year

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

BEGINNING AUGUST 1, 2007

Kevin Uhde, Classroom Assistant - Success Unlimited

SALARY: \$10.28 per hour based on 19 hours per week

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

BEGINNING AUGUST 6, 2007

Deanna Strauss, College Tech Prep Transition Coordinator

SALARY: \$29,203 for a fiscal year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2007-19

Julie Korbas fills a TANF grant funded position. Julie previously held the part-time Disability Services Assistant position within the College.

Kevin Uhde fills a TANF grant funded position.

Deanna Strauss replaces Crystal Escalera. Deanna previously held the Administrative Specialist/Admissions position within the College.

C. Consideration of Approval of College Personnel Professional Growth Recognition – R-2007-20

CONSIDERATION OF APPROVAL OF COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION

R-2007-20

WHEREAS: Jennifer Adkins has supplied documentation that she has completed a Certified Bookkeeper Certification.

THEREFORE, BE IT RESOLVED: by the Board of Trustees that \$530.00 be added to base salary of \$39,788 to \$40,318 effective, August 1, 2007, in recognition of completion of certificate in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”

WHEREAS: Dorie Ford has supplied documentation that she has completed 60% of a Master’s program.

THEREFORE, BE IT FURTHER RESOLVED: by the Board of Trustees that \$1,325.00 be added to base salary of \$50,839 to \$52,164 effective, August 1, 2007, in recognition of

completion of certificate in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”

WHEREAS: *Penny Snyder has supplied documentation that she has completed a Master’s program.*

THEREFORE, BE IT FURTHER RESOLVED: *by the Board of Trustees that \$1,325.00 be added to base salary of \$47,398 to \$48,723 effective, August 1, 2007, in recognition of completion of certificate in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

VII. REGULAR AGENDA

A. Board of Trustees Orientation Activity – Detailed Updates

New Degree Programs – Dr. Therese Bushner

Dr. Ronald Abrams provided an introduction of activities occurring across the state of Ohio that lead to the consideration of the Board of Regents in allowing technical colleges to begin offering transfer degrees. Following this discussion he introduced Dr. Therese Bushner, Vice President for Learning. Dr. Bushner began by explaining the process that must be followed when developing any new degree programming then she introduced the three new degrees the College is pursuing. Mr. Matthew Smith inquired about the projected timetable for making these new degrees available to students. Dr. Bushner responded that she expected a quick approval response from the Board of Regents but could not offer a projected date for availability. Dr. Ronald Abrams explained the change in the process for accrediting classes and programs.

B. Consideration of Approval of Amendment to Governance Process Policy 2.9 – Board Annual Calendar – R-2007-21 – Mr. Matthew Smith

Mr. Matthew Smith presented resolution R-2007-21 to amend Policy Governance Policy 2.9. Mr. Bud Vetter stated that the reference in the policy to a “timetable for review” remained unclear and redundant to an extent and might be better omitted. After some discussion, Mr. Vetter further recommended that the policy make some reference to the fact that “the calendar may be updated periodically at the discretion of the Board” as these changes occur. The Board Chair called for further discussion and directed that the noted changes be made and resubmitted to the Board for consideration at the next meeting.

C. Policy Governance Policy Review – Mr. Matthew Smith

Mr. Matthew Smith reviewed the Board’s decision to conduct a regular review of various Policy Governance Policies at each Board meeting in order to assure that the policies remained up-to-date and properly executed.

Policy Governance Policy – 3.1 Delegation to the President – The Board determined this policy accurate and required no further revisions or additional action.

Policy Governance Policy – 3.2 Presidential Responsibilities – The Board determined this policy accurate and required no further revisions or additional action.

Policy Governance Policy – 3.3 Presidential Code of Conduct – The Board determined this policy accurate and required no further revisions or additional action.

D. Annual Meeting Dates for 2008 – *Mr. Matthew Smith*

Mr. Matthew Smith presented the proposed schedule of meeting dates of the North Central State College Board of Trustees for 2008 and called for discussion of any perceived conflicts. Hearing no objections or discussions, the Board Chair announced that the dates proposed will stand until such time as the Board sees it necessary to make any changes.

E. OSU-Mansfield Board Meeting – July 20th – *Dr. Ronald Walker*

Dr. Ronald Walker reported that the OSU-Mansfield Board of Trustees meeting was highlighted by discussions of returning President of Ohio State University, Mr. Gordon Gee. The Board made committee assignments, approved the 2007-2008 budget, and discussed enrollment and recruiting. Mr. Matthew Smith thanked Dr. Walker for representing the North Central State College Board of Trustees and called for a volunteer to attend the September 21st meeting. Ms. Edith Humphrey indicated that she would attend on behalf of the NC State Board of Trustees.

F. Discussion of the Board’s Annual Self-Evaluation - *Mr. Matthew Smith*

Mr. Matthew Smith recapped the previous activity and called for discussion. The Board discussed that the Self-Evaluation occurs bi-annually and was last done two years ago. Mr. Nathan Ujvari pointed out that the ACCT assisted the Board last year last year with the President’s Evaluation and still has our information and is waiting for the word to move forward. The cost is estimated to be around twenty-five hundred dollars. This year’s information would be used as a baseline to compare with last year’s responses. The Board Chair called for any further discussion and a consensus. Mr. Matthew Smith announced that the Board’s consensus is to move forward with the ACCT in the development of the Board’s Self-Evaluation. Mr. Nathan Ujvari announced that he will commence the dialogue with ACCT to begin the process and will inform the College President and Board Chair as the process begins to unfold.

G. Discussion of Reappointment of Board Members whose terms expire January 2008 – Mr. Matthew Smith

Mr. Matthew Smith announced that his term on the Board of Trustees will expire on January 17, 2008 as well as Mr. Nathan Ujvari and Mr. Bud Vetter. He further announced that while he and Mr. Ujvari have agreed to accept reappointment, Mr. Vetter will be unable to accept his reappointment to another term. Mr. Smith announced that Dr. Linda Kafer would assemble a Nomination Committee to move forward with the nomination and reappointment process.

VIII. BOARD CHAIRPERSON REPORT- Mr. Matthew Smith

A. ACCT Governance Leadership Institute – (July 13-15)

Mr. Matthew Smith called for a report from Mr. Nathan Ujvari on his attendance at the ACCT Governance Leadership Institute. Mr. Ujvari shared that the experience added a different perspective from the elected aspect as most of the Trustees present served on boards to which they were elected. He offered some additional highlights and pointed out that it might be beneficial to the Board as a whole to consider identifying an upcoming local/regional conference to attend as a team. Mr. Ujvari asked the Board to look at the 2008 calendar for something relatively soon and nearby to consider. He added that such an activity experienced as a group may be viewed as a team-building activity.

B. ACCT Community College Leadership Congress – (Sept. 26-29)

Mr. Matthew Smith announced the upcoming leadership congress and reaffirmed that Vice Chair, Mr. Nathan Ujvari would be attending on behalf of the North Central State College Board of Trustees.

C. Other Items

Mr. Matthew Smith announced that he would be serving on the Pioneer Career and Technology Center's Permanent Improvement Levy Committee.

IX. PRESIDENT'S REPORT

A. Enrollment Update

Dr. Abrams reminded the Board that the budget had been built on a six percent increase. He reported that while headcount is currently tracking at 3.3 percent, FTE's were at 6.6 percent. He explained that while the numbers of students is only up slightly, the number of credits those students are taking has increased and this is what is causing the increase in full-time equivalencies. Mr. Brad

McCormack added that the College is currently working on five cohorts to help identify some enrollment trends. Dr. Ronald Walker asked if there was data being put together to help analyze retention. Mr. McCormack responded.

B. Ethics Training Plan

Dr. Abrams reported that Governor Strickland had required that a plan be put into place to respond to ethics training for all state employees as well as those serving the State in public capacity. To this end, the Ohio Ethics Commission has arranged a number of dates that this training will be available. Board members should contact Steve if they are interested in attending either of these dates.

C. Proposed Changes to STRS (State Teachers Retirement System)

Dr. Abrams explained that there was some concern over the future of healthcare insurance coverage of State retirees. The proposed change is seeking to increase both the employer and employee contribution percentage in order to cover expected increases in cost. Expected increases range from fourteen percent to sixteen percent. He pointed out that this change is purely a proposal at this point however it will represent a significant increase.

D. University System of Ohio

Dr. Abrams provided some background of the discussions relating to the change in the education systems of Ohio that will be termed the University System of Ohio. He reported that the Chancellor is working on what the new system will look like and explained that changes in institutional missions will likely be the most prominent feature. Other educational structures within the State may also be changed to reflect these differences in mission.

E. Economic Benefits Study

Dr. Abrams introduced information provided in the “For Information” portion of the Board Package regarding the economic benefits of the region from North Central State College. He explained that the information was basically a remake from information done four years ago.

F. Other

Dr. Abrams announced the upcoming Grant-Makers Forum and explained that members if the Board may have also been invited. The Ashland and Richland County Foundations are joining forces to improve the potential for opportunities in the region.

Dr. Abrams announced that he will be meeting with United States Senator Sherrod Brown on Thursday, August 23.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:20 p.m. Ms. Edith Humphrey made a motion and it was seconded by Mr. Bud Vetter to adjourn to Executive Session to discuss personnel matters that affect specific personnel. A roll call vote on the motion was approved unanimously by all members present.

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

Upon a motion made by Mr. Nathan Ujvari seconded by Mr. Bud Vetter to end the Executive Session at 9:18 p.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 – not present
- Mrs. Edith Humphrey- “yes”
- Dr. Linda Kafer - not present
- Dr. Mehdi Ressallat- not present
- Mr. Matt Smith- “yes”
- Mr. Nathan Ujvari- “yes”
- 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, September 26, 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 Mr. Bud Vetter and seconded by Nathan Ujvari to adjourn the meeting at 9:19 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Mr. Matthew P. Smith, Chair