

**North Central State College**  
**Board of Trustees' Retreat**  
**November 7, 2007**  
**Management Notes**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:00a.m.

**II. ATTENDANCE**

**The Recorder noted those present.**

**Present:** Dr. Ronald Abrams (President)  
Dr. Omar Guimaraes  
Dr. Pat Hightower  
Dr. Linda Kafer  
Mr. Matt Smith  
Mr. Nathan Ujvari  
Mr. Bud Vetter  
Ms. Lou Whitmire (Media)  
Mr. Stephen Williams (Recorder)

**Absent:** Mrs. Edith Humphrey  
Dr. Mehdi Ressallat

**III. REVIEW OF RESULTS FROM PREVIOUS RETREAT**

Matt Smith recapped the Board Goals and Objectives that were discussed at the previous Board retreat held on March 31, 2007.

1. National Recognition – The Board needs to determine appropriate national recognition awards, what it takes to win the awards and what we need to do as a Board and as an Institution to receive these kinds of awards. Our strategic plan needs to include a goal toward achieving national recognition for what we are doing.

2. Establishment and Utilization of Trustee Resources

- Trustee Library
- Use and development of Trustee website as a resource

3. Regular Review and Revision of Policy Governance Policies and Board Goals

- To ensure compliance with established governance policy

4. To ensure Board Goals reflect current needs and times.

#### **IV. BOARD SELF-ASSESSMENT**

Matt Smith recapped the development of the assessment tool and how it was employed. He explained that the additional item bank was used to ensure that all pertinent areas for assessment were considered. He went through the assessment results with the Board reviewing strengths and weaknesses. The Board discussed potential areas of improvement for their functioning as a board.

#### **V. RECOMMENDATIONS**

The Board discussed several items that may add to their effectiveness and efficiency. The Board asked that each board package contain an updated calendar of college events and such activities that may be of interest to the Board. The Board discussed follow-on training on the policy governance method with Ms. Sue Stratton and the President's Staff.

#### **VI. PLANNING GOALS FOR 2008.**

The Board Chair called for discussion of the Board's goals toward planning for the upcoming year.

##### Discussion Points

- Board Development Activities – 5 minute Overviews at each Board meeting
- College Event Listing – included in each Board package
- Student Success/Minority concerns: linked to faculty development
- Strategic Planning Process
- Develop Community Partnerships
- Minority Outreach Efforts: Student & Faculty
- Conduct Environmental Scan
- Continue to work on Communication and Institutional Morale
- Take advantage of Governor's initiatives
- Develop effective recruiting plan for minorities

**VII. PLANNING GOALS ESTABLISHED:**

- Involvement with the Foundation
  - Capital Campaign
- Focus on Student Success
  - Minority Concerns
  - Faculty Development
- Clean Financial Audit
- Complete and Collaborate on the Presidential Evaluation
  - Tie to Institutional Evaluation
- Review of Strategic Planning Process

**XI. RETREAT REVIEW**

The Board Chair recapped the accomplishments of the retreat, made a few closing remarks and thanked all present for their participation and willingness to make a difference. He emphasized the important work done by the College and what it means to the communities we serve. The Board Chair declared the Retreat Adjourned at 9:30pm.

Respectively submitted:

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Mr. Stephen R. Williams, Recorder

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Mr. Matthew P. Smith, Chair