

North Central State College
Board of Trustees' Meeting
December 5, 2007

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
Mr. Matt Smith
Mr. Nathan Ujvari
Mr. Bud Vetter
Dr. Ronald Walker

Absent: Dr. Mehdi Ressallat

III. INTRODUCTION OF GUESTS

Dr. Ronald Abrams acknowledged that the information before the Trustees as well as the refreshments for the evening were provided by Phi Theta Kappa. On behalf of the Board, Board Chair, Matthew Smith conveyed the Board's appreciation for their continued involvement in the College and thanked them for the refreshments. 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; Ms. Beverly Walker and Ms. Beth Price, representing the Managers Advisory Council; Mr. Brad Hays representing the Faculty Caucus, Mr. Terry Sexton representing the Staff Caucus, and Ms. Chriss Harris representing the Ohio State University Mansfield Board of Trustees. Other guests included Ms. Kate Peresie to give a presentation on AQIP Systems Portfolio and Mr. Ken Ekegren to give a presentation on the Planning Advisory Council, and Mr. Greg Kemp representing Campus Student Government. Also present were Ms. Lou Whitmire and Mr. Arch McMillan from the Media.

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 October 31, 2007. He stated that revenues for the month totaled \$743,133. Expenditures were \$1,508,403 leaving a deficit of \$765,270. Year-to-date revenues totaled \$6,697,382. Year-to-date expenditures totaled \$5,380,185 leaving an excess of \$1,317,197. The Star Ohio month-end balance for October 2007 is \$2,520,930. Mr. McCormack noted that the Advanced Manufacturing salaries and expenses shifted to Workforce and that expenses for October reflected a credit reimbursement for a contractor as a result of the OAKS system corrections. Mr. Nathan Ujvari inquired about a Building Maintenance item and Mr. Brad McCormack addressed the question. It was pointed out that the January 16th meeting will include the Auditor's Report as well as a Budget Amendment resolution.

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

VI. CONSENT AGENDA

The Chair presented 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 October 24, 2007

B. Consideration of Approval of Employment of College Personnel – R-2007-28

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2007-28

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 OCTOBER 22, 2007 AND ENDING JUNE 30, 2008

Mark Hupp, Webmaster

SALARY: \$27,897.49 prorated from \$40,000 for a fiscal year

BE IT FURTHER 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 NOVEMBER 13, 2007 AND ENDING JUNE 30, 2008

Ellen Heinz, Workforce Director

SALARY: \$33,736.49 prorated from \$53,000 for a fiscal year

EXPLANATION OF NEW HIRES FOR RESOLUTION R-2007-28

Mark Hupp fills a new approved position.

Ellen Heinz fills a new approved position.

VII. REGULAR AGENDA

A. Board of Trustees Orientation Activity – AQIP Systems Portfolio - Dr. Ronald Abrams/Ms. Kate Peresie

Dr. Ronald Abrams introduced Ms. Kate Peresie and conveyed we deserved kudos to her for her interest and persistence in promoting the AQIP method and seeing the Systems Portfolio through to completion. Ms. Kate Peresie explained the AQIP accreditation process to the Board and guided them through the College AQIP website where they could find out more information about the AQIP process and up-to-date status of ongoing projects. She explained that the College's next accreditation cycle would be in 2011 however the AQIP process was continuous.

B. Strategic Initiatives Process – Dr. Ronald Abrams/Mr. Ken Ekegren

Dr. Ronald Abrams introduced Mr. Ken Ekegren, Facilitator of the Planning Advisory Council who was here to explain the strategic planning process that lead to the development of the latest strategic initiatives. Mr. Ken Ekegren distributed copies of the Strategic Initiatives Final Report and explained the process as well as the results and initiatives that have been adopted. Mr. Matthew Smith commented on the ties between the strategic initiatives and the Board's vision statement.

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. Due to the changes in the roles and responsibilities of the Chancellor and the Ohio Board of Regents, the Board asked that a review of the references to the OBR be made throughout the document for needed updates.

Policy Governance Policy – 4.4 Compensation and Benefits – The Board determined this policy accurate and required no further revisions or additional action.

Policy Governance Policy – 4.5 Financial Planning and Budgeting – The Board determined this policy accurate and required no further revisions or additional action.

Policy Governance Policy – 4.6 Financial Condition – The Board determined that in item number six, “A target of 10%” should be changed to reflect “A minimum of 10%.” No further revisions were noted. Recorder was directed to make changes and bring back to Board for consideration of approval.

Policy Governance Policy – 4.7 Asset Protection – The Board determined this policy accurate and required no further revisions or additional action. Dr. Abrams responded to some questions regarding monitoring reports. He suggested bringing Ms Sue Stratton back for an update and to establish a better base for monitoring. Mr. Brad McCormack noted that bonding levels relative to this policy may need to be adjusted at some point in the future. There was some discussion called for regarding item number six and any other interests along this line. Dr. Ronald Abrams talked about distance learning and energy research.

Policy Governance Policy – 4.8 Monitoring Fiscal Management – The Board discussed the term “real (actual).” The Board called for a change in line one referring to “the comparison of real (actual) data...” to be changed to read “the comparison of *reported* data...” In addition, the last two bullet points in the policy should be changed. Bullet one should be changed to read, “*Monitor* fiscal performance *as presented in the Treasurer’s Report to date.*” Bullet two should be changed to read, “*Monitor* the integrity of planning for the remainder of the fiscal year.” Recorder was directed to make changes and bring back to Board for consideration of approval.

Policy Governance Policy – 4.9 Emergency Executive Succession – The Board determined this policy accurate and required no further revisions or additional action.

D. OSU-Mansfield Board Meeting – December 7th – Mr. Matthew Smith

Mr. Matthew Smith confirmed that Dr. Linda Kafer would represent the NCState Board at the next OSU-M Board meeting on December 7th.

E. Report on Diversity from the Board Retreat – Dr. Ronald Abrams

Dr. Ronald Abrams explained a perceived lapse in communication with the Board regarding activity specifically targeted to improving diversity at the College. He called on a number of personnel to provide updates on such activities.

Achieving the Dream – Ms. Peg Moir explained the purpose and how *Achieving the Dream* was developed with an impact on minorities and discussions of their perceived barriers to success. She highlighted the application action plan and collaboration with OSU-M to help students get accepted, find financial aid, and establish a baseline assessment of the student’s position and academic needs. Ms. Moir went on to discuss empowerment.

Professional Development – Dr. Therese Bushner provided some highlights of ongoing faculty and staff professional development activities that included specific training in diversity. A guest speaker shared discussions in cross-cultural

communications and presented some models to help promote mutual respect throughout the College. She highlighted awareness in cultural equity, challenges, and cultural differences by using a definition of culture based on who we are and where we came from as well as our experiences. Dr. Abrams explained pathways and pipelines that were essential to bringing these students to campus.

Success Unlimited – Mr. Dan Dickman explained the kind of training done with Success Unlimited to change the way each of us sees the world. He started this program by putting together a model that focused on looking at the individual through the use of mentors and diversity discussions. This included educating parents of students at the third and fourth grade level.

Mr. Donald Plotts talked about the P-16 discussions that included: beginning with early childhood, establishing the values of education at an early age, developing pathways to education, focus on education attainment and developing an understanding of lifelong learning. Dr. Ronald Abrams pointed out that the College needs to do more work at improving the kind of environment needed in order to receive a diverse student population.

**F. Consideration of Approval of Resignation of College President – R-2007-29
- Mr. Matthew Smith**

***CONSIDERATION OF APPROVAL OF
RESIGNATION OF COLLEGE PRESIDENT***

DR. RONALD E. ABRAMS

R-2007-29

WHEREAS: *Dr. Ronald E. Abrams has provided eleven years of exceptional leadership to the College, and*

WHEREAS: *through his leadership as President, the College has successfully undertaken numerous challenges resulting in an institutional name change, record student enrollments, expanded program offerings, additional physical facilities and a refinement of institutional mission, and*

WHEREAS: *his involvement in local, state and national level has served to keep North Central State College in the forefront of educational reform across the state and nation, and*

WHEREAS: *this involvement has brought statewide and national recognition to the College and its innovative approaches to education and workforce development, and*

WHEREAS: *the Ohio Association of Community Colleges has selected Dr. Ronald E. Abrams to bring his vision and experience to Columbus for the benefit of all OACC two-year colleges by naming him the new Executive Director of the OACC, and*

WHEREAS: *Dr. Ronald E. Abrams has indicated his need to relinquish his roles and responsibilities as President of North Central State College and has submitted his resignation.*

NOW, THEREFORE, BE IT RESOLVED: by the Board of Trustees of North Central State College that the resignation of College President, Dr. Ronald E. Abrams, is hereby accepted with regrets.

BE IT FURTHER RESOLVED: that the Board of Trustees of North Central State College wish to convey their gratitude for eleven years of exceptional leadership to the College and north central Ohio and extend their best wishes in your new role as Executive Director of the OACC.

ACTION TAKEN: Dr. Ronald Walker moved for approval of resolution R-2007-29 Consideration of Approval of Resignation of College President. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

Mr. Brad McCormack played a movie clip of the official press release carried on WMFD of Dr. Ronald Abrams' announcement of acceptance of the Executive Director of the Ohio Association of Community Colleges position and subsequent resignation as President of North Central State College.

G. Consideration of Approval of Three-Year Contracts for Non-Probationary Faculty – R-2007-30 – Dr. Therese Bushner

CONSIDERATION OF APPROVAL OF THREE-YEAR CONTRACTS FOR NON-PROBATIONARY FACULTY

R-2007-30

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

2008-2011

Jennifer Adkins	Brad Hays
Mike Allen	Joyce Hunt
Richard Birk	Doug Kranch
Katie Danielson	Judith Sturgill
Ken Ekegren	Paul Sukys
Dorie Ford	Anne Vinson
Vasanth Harinath	Gary Wood

ACTION TAKEN: Mr. Linda Kafer moved for approval of resolution R-2007-30 Consideration of Approval of Three-Year Contracts for Non-Probationary Faculty. Dr. Pat Hightower seconded the motion and the motion carried unanimously.

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

A. Mandate for Ethics Training for Public College and University Trustees

Mr. Matthew Smith called for discussion of the Governor's mandate for ethics training by December 31, 2007. Several Trustees who attended the training reported that the mandate had been lifted for Trustees of Public Colleges and Universities. Although highly recommended, the training was no longer mandated for Trustees of public institutions of higher education.

B. Board Appreciation Dinner (November 16, 2007)

Mr. Matthew Smith recapped the highlights of the Board Appreciation Dinner that was held at the Westbrook Country Club and conveyed the Board's gratitude for the acknowledgement of each Trustees service to the College.

C. Audit Report

Mr. Matthew Smith reminded all Trustees that the Auditors would be on campus to make a presentation to Board members only at 6:30 p.m. on January 16, 2008 just prior to the regular January board meeting. All Trustees are invited and encouraged to attend to hear the College and Foundation audit report absent the administration.

D. '08 Community College National Legislative Summit (February 2008)

Mr. Matthew Smith reported that he would be representing the College at the ACCT/AACC Community College National Legislative Summit on February 11-13 in Washington, D.C.

E. Other Items

Mr. Matthew Smith reported on the discussion of the state of Ohio University System and the Chancellor's state trustee quarterly video conference. He directed that more information on the University System website be put into the next board package.

Mr. Matthew Smith stated that a draft of the Board Goals developed at the last Board retreat will provided for further discussion at the next regular meeting.

Mr. Matthew Smith outlined the presidential search process and explained the series of "special meetings" that will be held to consider the interim candidates.

IX. PRESIDENT'S REPORT

A. Monitoring Reports

Dr. Abrams recapped some of the discussion the President's Staff had with Ms. Sue Stratton regarding Policy Governance and Monitoring Reports. He recommended bringing Ms. Stratton back for some follow-on training with the Board of Trustees and the President's Staff to refine our Policy Governance Policies and better structure the monitoring reports the Board will need in order to fulfill their Board responsibilities for goal monitoring.

B. Legal Actions

Dr. Abrams reported that the incident involving a T-shirt cannon at the Rock-n-Ribs event had been settled. He also explained a lien situation with a construction contractor who failed to pay their supplier. While the case had no grounds toward the College, the College will suspend any further payment to the contractor until the issue with their supplier is remedied.

C. Recent Grant Activity

Dr. Abrams provided an update on a \$250K Department of Labor Strategic Planning Grant and a \$500K Training Grant.

D. Internal Environmental Scan

Dr. Abrams announced that the College would be consulting Performance Horizons to conduct a current internal environmental scan of the College sometime during the winter.

E. Employee Appreciation Dinner

Dr. Abrams recapped some of the highlights of the 2007 Employee Appreciation Dinner held on December 1st at the Kehoe Center.

F. College Holiday Open House

Dr. Abrams reminded the Board of the College Holiday Open House to be held on Friday, December 14th downstairs in room 002 of the Kehoe Center.

G. Other

Dr. Abrams stated that he wanted to publicly convey his well deserved kudos to Beth Price and the entire Child Development Center Staff for successfully achieving their NAYC Special Accreditation status. It is a brand new and more rigorous accreditation process and our center is the first in the state to be successfully accredited under the new standard.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 9:27 p.m. Dr. Pat Hightower made a motion and it was seconded by Ms. Edith Humphrey 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- “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- “yes”

Upon a motion made by Mr. Nathan Ujvari seconded by Mr. Bud Vetter to end the Executive Session at 10:35 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- “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- “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 Regular meeting of the Board of Trustees is scheduled for Wednesday, January 16, 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. Nathan Ujvari and seconded by Mr. Mr. Bud Vetter to adjourn the meeting at 10:36 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Mr. Matthew P. Smith, Chair