

North Central State College
Board of Trustees' Meeting
March 26, 2008

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. Pat Hightower
Mrs. Edith Humphrey
Dr. Linda Kafer
Dr. Mehdi Ressallat
Mr. Matt Smith
Mr. Nathan Ujvari
Dr. Ronald Walker

Absent: Dr. Omar Guimaraes

III. INTRODUCTION OF GUESTS

Mr. Donald Plotts introduced Dr. Therese Bushner, Ms. Betty Wells representing the President's Staff and Ms. Lori McKee who would be representing Mr. Brad McCormack; Mr. Douglas Hanuscin, representing the Managers Advisory Council; and Mr. Brad Hays representing the Faculty Caucus. Mr. Jim Hull and Ms. Ellen Heinz were on-hand to make presentations. Also present was Mr. John Schuler representing the Ohio State University at Mansfield Board of Trustees.

IV. COLLEGE MISSION STATEMENT

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

V. TREASURER'S REPORT

Ms. Lori McKee presented the Treasurer's Report for the period ending February 29, 2008. She stated that revenues for the month totaled \$2,382,563. Expenditures were \$1,409,501 leaving an excess of \$973,062. Year-to-date revenues totaled \$14,128,114. Year-to-date expenditures totaled \$10,855,467 leaving an excess of \$3,272,647. The Star Ohio month-end balance for February 2008 is \$2,556,790. Ms. Lori McKee noted fund balance postings due to two checks that were voided and did not need to be reissued. Mr. Nathan Ujvari asked about the corporate training workers grant that currently shows and balance of zero. Ms. McKee explained that this was a new heading in the report and

although it currently reflects a zero balance, the grant has been approved and funds are on their way.

ACTION TAKEN: Mr. Nathan Ujvari moved for approval of the Treasurer's Report for the period ending February 29, 2008. Dr. Linda Kafer seconded the motion and the motion carried unanimously.

VI. CONSENT AGENDA

The Chair presented the Consent Agenda. On a motion by Ms. Edith Humphrey, seconded by Dr. Linda Kafer and passing unanimously, the following items were approved:

A. Approval of minutes of February 27, 2008

B. Consideration of Approval of Personnel Status Changes – R-2008-14

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2008-14

STATUS CHANGES

BE IT RESOLVED: by the Board of Trustees that the following staff members are hereby awarded the following status changes:

BEGINNING MARCH 24, 2008

Troy Shutler, Coordinator of Career Development

SALARY: no change

BEGINNING MARCH 24, 2008

Cathy Craig, Coordinator of Student Assessment Services

SALARY: \$35,235.00 for a fiscal year

BEGINNING MARCH 24, 2008

Susan Elliott, HR/Payroll Specialist

SALARY: \$36,000.00 for a fiscal year

EXPLANATION OF STATUS CHANGES FOR RESOLUTION R-2008-14:

Troy Shutler was moved to a lateral status change due to restructuring of the Student Success Center.

Cathy Craig was moved from Computer Lab Facilitator to Coordinator of Student Assessment Services due to restructuring of Student Success Center.

Susan Elliott replaces Karen Clark.

VII. REGULAR AGENDA

A. Board Orientation Activity: PAC Initiative #2 Workforce and Healthcare

Mr. Don Plotts provided an introduction to the Planning Advisory Council Strategic initiative development process then introduced Mr. Jim Hull, Dean of Health and Public Service Division. Mr. Hull explained the necessity for these initiatives, provided an overview of the Workforce and Healthcare initiative, then introduced Ms. Ellen Heinz, Workforce Director to present the workforce development component. Mr. Hull presented the healthcare component then wrapped up the presentation by talking about healthcare as a component of workforce development. Mr. Plotts made some closing remarks. The Board offered some input on the presentation and expressed their appreciation for the presentation.

B. Consideration of Approval of 2008-2009 Early Headstart Operating Budget – R-2008-15 – Ms. Beth Price

CONSIDERATION OF APPROVAL OF 2008-2009 EARLY HEAD START OPERATING BUDGET

R-2008-15

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2008-2009 Early Head Start Operating Budget, and*

WHEREAS: *the Board of Trustees approves the income and allocation of payroll and non-payroll expenditures of this budget.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2008-2009 Early Head Start Operating Budget of the College is hereby adopted as presented.*

Ms. Beth Price, Director of the Campus Child Development Center, explained the Early Headstart budget funding decrease and how the budgeting process was carried out. She explained that while this budget remained essentially the same as last year, expenses and salaries continue to rise. This is what presents the biggest budgeting challenge. Mr. Nathan Ujvari asked about the difference between the two cost centers, one for the CDC and one for Early Headstart. Ms. Price explained.

ACTION TAKEN: Dr. Linda Kafer moved for approval of resolution R-2008-15 Consideration to of Approval of 2008-2009 Early Headstart Budget. Dr. Ronald Walker seconded the motion and the motion passed unanimously.

C. OSU-Mansfield Board Meeting – February 22nd – Dr. Ronald Walker

Dr. Ronald Walker recapped increased enrollment, a retention rate of 95%, collaborative efforts between college and high school Math and Science teachers

working together as some key highlights of the meeting. There was praise for middle school summer camps in the sciences. There was a desire for more partnerships expressed and the April 18th workshop for Math and Science teachers was announced.

OSU-Mansfield Board Meeting – March 21st – *Mr. Nathan Ujvari*

Mr. Nathan Ujvari reported that a discussion of the Chancellor’s recent video conference with trustees was the highlight of the meeting.

C. Nominating Committee Report – *Dr. Linda Kafer*

Dr. Linda Kafer reported that there was no appointment made from the Governor’s office for the vacant board position left by Mr. Bud Vetter however, the Governor’s office hopes to have a trustee named in time for the April meeting. Dr. Kafer announced that she would be relocating out of the service district some time in the coming months and questioned whether she would be able to continue on the North Central State College. Recorder was directed to inquire and report back at the next meeting.

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

A. Presidential Search Update

Mr. Matthew Smith asked Mr. Nathan Ujvari to provide an update on the presidential search process. Mr. Ujvari reported that there would be two public forums conducted on April 3rd to solicit input on the development of the presidential profile. This input would then be taken to the Presidential Search Committee for review and additional comments before being submitted to the Board for final review and approval. The Board’s official charge to the Presidential Search Committee will be issued so they understand their responsibilities as an extension of the Board and additional training would be provided to the search committee as they begin their task of selecting candidates to recommend to the Board for consideration. The Presidential Search Committee will also discuss the remaining timelines for reviewing applications and interviewing potential candidates.

Mr. Matthew Smith reviewed the details and insights into the contract with the Association of Community College Trustees (ACCT) to serve as our consultant in the presidential search process prior to signing it for approval. Dr. Mehdi Ressallat recommended that once a final selection is made, requiring that person to be subjected to a complete physical exam by a mutual third party.

B. Chancellor’s Video Conference with College Trustees

Mr. Matthew Smith recapped the Chancellor’s video conference that was held on March 13th with all college trustees from across the state. The conference served as an update on the various higher education initiatives from the State level.

C. OACC Annual Meeting

Mr. Matthew Smith reminded the Board of the upcoming OACC Annual Meeting on May 22nd and 23rd. He announced that board member Edith Humphrey would be recognized with a Distinguished Alumnus award at the excellence awards luncheon on the 23rd. All were invited and encourage to attend as their schedules permitted.

D. Foundation Board Chair at the Regular BOT meetings

Mr. Matthew Smith announced to the Board that he would like to invite the Foundation Chair to regularly attend the BOT meetings and solicited the Board's input on making such an invitation. The Board received the idea favorably.

E. Financial Disclosure Deadline

Mr. Matthew Smith reminded Board members of the upcoming deadline on April 15th for filing their Financial Disclosure Statement with the Ohio Ethics Commission. Recorder, Mr. Stephen Williams, asked that all Board members either submit them to him so that all forms may be sent in together along with the filing fee or let him know that you have sent your financial disclosure statement directly to the Ohio Ethics Commission.

F. AQIP Systems Portfolio Appraisal Survey

Mr. Matthew Smith distributed the AQIP Systems Appraisal Feedback Report Analysis Survey and asked all Board members to complete and send back to the Recorder for collective submission. He pointed out that the Feedback Report is available on the Board of Trustees website for review and analysis.

G. OACC By-laws Review Committee

Mr. Matthew Smith called for anyone interested in serving on the OACC By-laws Review Committee.

IX. PRESIDENT'S REPORT

A. OSU-M Bachelor Degree Collaboration

Mr. Don Plotts discussed a list of NC State programs that might feed into Ohio State's programs. He explained that once the TAGs are inline, we might find that we will have several additional programs that might feed into that collaborative effort.

B. One Voice Legislative Summit

Mr. Don Plotts announced that he and the Matthew Smith as well as Lacey Foster and Jessica Kirkendall of Phi Theta Kappa had gotten the opportunity to meet with our local legislators and recapped some of the discussions they were able to have. He also provided a brief update on some of their terms.

C. Appointment of NC State as Interim “Pathway Coordinator”

Mr. Don Plotts announced that because of the workforce grant the College has received and the talent of Ellen Heinz, North Central State College has been appointed as the Regional Pathway Coordinator for this region.

D. Internal Governance Council Meetings

Mr. Don Plotts recapped his meeting with the Internal Governance Council in using this forum to bring some of the discussions of issues across the College together.

E. Search Update: Dean/Faculty

Mr. Don Plotts provided a update on the Dean search by reporting that the hiring of Mr. Ken McCreigh are entering their final negotiations. He outlined Mr. McCreigh’s experiences, credentials, and qualifications. Mr. Plotts explained that he asked for the criteria and priority for six positions. These positions included two English faculty positions, a Chemistry position for bioscience and a social science preferably sociology. There is also an opening for a Math/Science Department Chair and a Public Service Department Chair.

F. Mansfield Campus Life Center Building Project

Mr. Don Plotts announced that OSU-M is seeking thirteen million dollars for the development of a new Mansfield campus life center projected for 2013. They will also be seeking public input on the project. If approved the center would offer opportunities to serve both colleges with new facilities.

G. OACC State-wide Scholarship Project

Mr. Don Plotts directed the Board to the information in their board package that outlines the OACC’s proposal for a Universal Scholarship. Mr. Plotts further explained some of the details, benefits, and concerns of the proposal.

H. Enrollment Facts

Mr. Don Plotts distributed a facts sheet to help make better use of the enrollment data. He offered some discussion into what the information suggests and how it might be used to better understand enrollment trends.

I. Nurses to Africa & Transformational Journey

Mr. Don Plotts explained that the College has embarked on two high profile projects to heighten the college experience for some of our students. These projects are the Nurses to Africa project (Africa) and Transformational Journey (Guatemala).

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:27 p.m. Dr. Linda Kafer 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- not present
Dr. Pat Hightower- “yes”
Mrs. Edith Humphrey- “yes”
Dr. Linda Kafer- “yes”
Dr. Mehdi Ressallat- “yes”
Mr. Matt Smith- “yes”
Mr. Nathan Ujvari- “yes”
Dr. Ronald Walker- “yes”

Upon a motion made by Dr. Pat Hightower seconded by Dr. Linda Kafer to end the Executive Session at 9:24 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- not present
Dr. Pat Hightower- “yes”
Mrs. Edith Humphrey- “yes”
Dr. Linda Kafer- “yes”
Dr. Mehdi Ressallat- “yes”
Mr. Matt Smith- “yes”
Mr. Nathan Ujvari- “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, April 23, 2008 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 Dr. Linda Kafer to adjourn the meeting at 9:26 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Mr. Matthew P. Smith, Chair