

**North Central State College**  
**Board of Trustees' Meeting**  
**April 23, 2008**

**I. CALL TO ORDER**

The Chair called the meeting to order at 7:01 p.m.

**II. ROLL CALL**

**The Recorder called the roll.**

**Present:** Dr. Pat Hightower  
Mrs. Edith Humphrey  
Dr. Omar Guimaraes  
Dr. Linda Kafer  
Dr. Mehdi Ressallat  
Mr. Matt Smith  
Mr. Nathan Ujvari  
Dr. Ronald Walker

**III. INTRODUCTION OF GUESTS**

Mr. Donald Plotts introduced Mr. Brad McCormack, Ms. Peg Moir, Ms. Chriss Harris, and Ms. Betty Wells representing the President's Staff; Ms. Kim German, representing the Managers Advisory Council; and Ms. Margaret Puckett representing the Faculty Caucus; and Mr. Glenn McClelland, Chair of the College Foundation. Mr. Jim Hull, Dean of Health and Public Services, Ms. Erika Persol-Christie of the Attorney General's office and Attorney Rick Ross were on-hand to discuss administration negotiation strategies. Also present was Mr. Arch McMillan of WMFD-TV.

**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 March 31, 2008. He stated that revenues for the month totaled \$1,821,291. Expenditures were \$1,568,250 leaving an excess of \$253,041. Year-to-date revenues totaled \$15,949,405. Year-to-date expenditures totaled \$12,423,717 leaving an excess of \$3,525,688. The Star Ohio month-end balance for March 2008 is \$2,563,247. Mr. McCormack noted due to current economic trends, the investment income was taking a hit. Mr. Matthew Smith asked about the Jobs Challenge Grant, McCormack explained. Mr. Matthew Smith noted being ahead on tuition, McCormack commented.

**ACTION TAKEN:** Mr. Nathan Ujvari moved for approval of the Treasurer's Report for the period ending March 31, 2008. Dr. Ronald Walker seconded the motion and the motion carried unanimously.

**VI. CONSENT AGENDA**

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

**A. Approval of minutes of March 26, 2008**

**B. Consideration of Approval of Personnel Status Changes – R-2008-16**

**CONSIDERATION OF APPROVAL OF  
STATUS CHANGES**

**R-2008-16**

**STATUS CHANGES**

**BE IT RESOLVED:** by the Board of Trustees that the following professional staff member is hereby awarded the following status change:

**BEGINNING MARCH 24, 2008**

*Regina Kamwithi, Director of Continuing Education*

*SALARY: \$47,715.00 for an academic year*

**Explanation of Status Changes:**

*Regina Kamwithi was moved from part-time status to a full-time status.*

**C. Consideration of Approval of Employment of College Personnel – R-2008-17**

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

**R-2008-17**

**NEW HIRES**

**BE IT RESOLVED:** by the Board of Trustees that the following faculty member members is hereby awarded an employment agreement at the salary and dates stipulated below:

**BEGINNING MARCH 31, 2008 AND ENDING SEPTEMBER 7, 2008**

*Michelle Denny, Assistant Professor/Registered Nursing*  
*SALARY: \$25,070.67 prorated from \$37,606.00 based on 9 months*

## **EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2008-17**

*Michelle Denny replaces Joyce Hunt.*

### **VII. REGULAR AGENDA**

**A. Board Orientation Activity: PAC Initiative #3 Achieving the Dream – Ms. Peg Moir**

Mr. Don Plotts provided an introduction to the Planning Advisory Council Strategic initiative development process then introduced Ms. Peg Moir, Vice President for Learning Support and Retention. Ms. Moir distributed material on Achieving the Dream to report to the Board. She explained some of the unique characteristics and talked about two areas of focus: Developmental Education and Gatekeeper Courses. She explained that we chose Developmental Education. Ms. Moir explained the concept of gatekeeper courses and discussed our strategies to improve student success. She further discussed the long-term impact indicators as well as future strategy possibilities and lessons learned. Dr. Mehdi Ressallat asked “what our plans are for the 53% of student who don’t make it.” Moir responded.

**B. NC State College Foundation Innovation Fund Drive – Ms. Chriss Harris**

Chriss Harris, Executive Director of the College Foundation introduced the kickoff of the Innovative Fund Drive. She discussed the restricted Innovation Fund for innovative projects brought forth by the College faculty and staff and solicited the Board’s support by asking if they were “IN”?

**C. Governance Process Policy 2.9 – Board of Trustees Annual Calendar – Mr. Matthew Smith**

Mr. Matthew Smith introduced the current BOT Annual Calendar and called for discussions leading to the update of the calendar for the current year and directed the Board to the draft calendar with some proposed updates for consideration. The Board reviewed and discussed the annual calendar, supported the recommended changes and made some additional modifications. The Board Recorder will affect the recommended changes and bring back to the Board for final review.

**D. OSU-Mansfield Board Meeting – May 9th – Mr. Matthew Smith**

Mr. Matthew Smith reported that the OSU-M board meeting of April 18<sup>th</sup> was cancelled and the meeting slated for May 16<sup>th</sup> was rescheduled for May 9th. Ms. Edith Humphrey indicated that she was available and would make plans to attend the May 9<sup>th</sup> meeting on behalf of the NC State Board of Trustees.

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

Dr. Linda Kafer reported that trustee candidate Steve Stone of Ashland County has been approved for appointment and sent an appointment package by the Governor’s Office. Hopes are that the package will be returned to the Governor’s office soon so the Governor can make the official appointment prior to our next meeting. Mr. Matthew Smith called for a replacement Chair for the Nominating Committee in light of Dr. Kafer’s impending departure from the Board and asked Ms. Edith Humphrey to assume that role. Ms. Edith Humphrey accepted the appointment.

**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 were two public forums conducted on April 3<sup>rd</sup> to solicit input on the development of the presidential profile. This input was then 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 was issued so they understand their responsibilities as an extension of the Board and additional training was provided to the search. ACCT will return on May 17<sup>th</sup> to present 12-15 presidential profiles for the committee to consider inviting back for a face-to-face interview with the search committee on May 29<sup>th</sup> or 30<sup>th</sup>. Candidates selected following this round of interviews will be recommended to the Board for consideration of appointment and invited back to interview with the Board during the first week in June. Mr. Nathan Ujvari conveyed his thanks to the search committee for their willingness to embark on this arduous task of searching for a new College President.

**B. Board Retreat**

Mr. Matthew Smith explained that the date previously set for the Board retreat on May 17<sup>th</sup> would have to be rescheduled due to the presentation of presidential profiles in the presidential search. After some discussion, Mr. Smith asked the Board to place Saturday, May 24<sup>th</sup> on their calendar as the date of the Board retreat. The retreat will begin at 8:00 a.m. and will last until approximately 12:00pm.

**C. Entrepreneurial Hall of Fame**

Mr. Matthew Smith announced that the Entrepreneurial Hall of Fame will be held on Friday, April 25<sup>th</sup>. Being inducted with this year’s class would be Mr. Jim Bierly, Mr. Ralph Phillips, and Ms. Diane Brown. The Young Entrepreneurs Scholarship will also be presented by Foundation Chair, Mr. Glenn McClelland. All who were able were invited to attend.

**F. OACC Annual Meeting**

Mr. Matthew Smith reminded the Board of the upcoming OACC Annual Meeting. Attendance was confirmed by Mr. Matthew Smith, Ms. Edith Humphrey, and Mr. Donald Plotts for a two-day attendance while Drs Ronald Walker and Mehdi Ressallat confirmed their attendance for one day on May 23<sup>rd</sup>.

**G. Systems Appraisal Feedback Report Analysis**

Mr. Matthew Smith reminded Board members of the upcoming deadline on May 12<sup>th</sup> and were asked to submit all survey to Steve Williams before the deadline. A copy of the report was provided in this months Board Packet for convenience.

**H. The Chancellors Video Conference for Trustees**

Mr. Matthew Smith reminded the Board of the final Chancellor's video conference of the year that was to be conducted on June 12<sup>th</sup> from 1pm to 3pm. Video streaming would be available on campus at Riedl Hall.

**IX. PRESIDENT'S REPORT**

**A. Thank You Notes and other Correspondence**

Mr. Don Plotts distributed some thank you cards that had been received by the college for a number of reasons for the Board's review.

**B. Enrollment**

Mr. Don Plotts announced that spring enrollment showed an increase of 3.4% over the same time last year and an FTE increase of 2.8%. Although the original goal was set at 6%, these numbers still reflect the progress of some good work that is occurring.

**C. Faculty/Staff In-Service Program (April 25<sup>th</sup>)**

Mr. Don Plotts recapped the agenda for the upcoming faculty/staff in-service activity. The training would include various department updates and a presentation on the 3<sup>rd</sup> PAC initiative as well as a presentation from Dr. Mark Taylor on Generation Next.

**D. Student Situtation/Emergency Notification**

Mr. Don Plotts recapped a recent student situation that required the activation of an emergency notification chain on campus recently. He provided a details and follow-up action currently underway.

**E. Meeting with Senators Brown and Kennedy (April 3<sup>rd</sup>)**

Mr. Don Plotts distributed an agenda of the topics discussed in the meeting with Senators Brown and Kennedy with all Ohio two-year college presidents. He explained other opportunities he was able to capitalize on while summoned to the nation's capitol.

**F. PTK and AACC Convention (April 4<sup>th</sup> – 7<sup>th</sup>)**

Mr. Don Plotts announced the many accolades bestowed upon our very own Beta Theta Eta chapter of Phi Theta Kappa at their recent convention that was held in conjunction with the AACC annual convention. Ms. Lacey Foster and Ms. Diane Hipsher were singled out for individual awards while the chapter officers and the chapter itself received many prestigious denotations. The Board discussed the notion of recognizing such accomplishments through the issuance of a Board Resolution. Mr. Plotts continued by recapping some of the lessons brought forth from his attendance at the AACC Convention and the New President's Leadership Academy.

**G. All-Ohio Academic Team Luncheon**

Mr. Don Plotts announced the recognition of Mr. Greg Kemp and Ms. Lacey Foster as members of the All-Ohio Academic Team at a luncheon held in their honor. He reported that Proclamations were presented to each of the honorees by their respective Representatives in recognition of their accomplishment. The Board discussed the notion of recognizing such accomplishments through the issuance of a Board Resolution.

**H. TWIN Nominations**

Mr. Don Plotts announced the College nomination of Ms. Carmen Morrison as a faculty nominee and Ms. Nikia Fletcher as a staff nominee for the prestigious Tribute to Women in Industry (TWIN) recognition program. There will be a dinner held in their honor on May 22<sup>nd</sup>. The Board discussed the notion of recognizing such accomplishments through the issuance of a Board Resolution.

**I. Associate in Arts and Associate in Science Degree**

Mr. Don Plotts explained a collaboration with Ohio State University at Mansfield to develop a marketing campaign in preparation for fall quarter. The Chancellor is currently in the process of mounting an announcement from his office.

**X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 8:20 p.m. Dr. Omar Guimaraes 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- “yes”  
Mr. Matt Smith- “yes”  
Mr. Nathan Ujvari- “yes”  
Dr. Ronald Walker- “yes”

Upon a motion made by Dr. Ronald Walker seconded by Ms. Edith Humphrey to end the Executive Session at 9:21 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- “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, May 28, 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 Dr. Linda Kafer and seconded by Ms. Edith Humphrey to adjourn the meeting at 9:22 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