

North Central State College
Board of Trustees' Meeting
May 28, 2008

I. CALL TO ORDER

The Chair called the meeting to order at 7:03 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. Steven Stone
Mr. Nathan Ujvari
Dr. Ronald Walker

III. INTRODUCTION OF GUESTS

Mr. Donald Plotts introduced Mr. Brad McCormack, Ms. Peg Moir, and Ms. Chriss Harris, representing the President's Staff; Mr. Ted Mecurio, representing the Managers Advisory Council; Ms. Margaret Puckett representing the Faculty Caucus. Mr. Terry Coleman and Ms. Kate Peresie were present to make a presentation to the Board. Mr. Ken McCreight, Dean of Technology and Workforce Development was present. Ms. Diane Hipsher and student Lacey Foster were present to receive recognition from the Board.

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 April 30, 2008. He stated that revenues for the month totaled \$637,332. Expenditures were \$1,512,480 leaving a deficit of \$875,148. Year-to-date revenues totaled \$16,586,737. Year-to-date expenditures totaled \$13,936,197 leaving an excess of \$2,650,540. The Star Ohio month-end balance for April 2008 is \$2,568,267. Mr. McCormack noted that the loss in tuition and fees was due to refunds and student withdrawals that is typical at this time. Under expenses, Mr. McCormack highlighted the increase in the health care plan

and an increase in instructional supplies and lab supplies. Under all other expenses, McCormack noted the collection cost is a negative amount due to collection results in interest and penalties. The Attorney General's Office is doing a great job for the college in collecting on outstanding debt. Mr. Nathan Ujvari asked for clarification on revenue for Workforce Division and other costs. McCormack explained that the item was renamed to corporate consulting under the professional fee line. These other items included consulting fees. McCormack further explained that the software upgrade and maintenance anticipated additional increases however; no additional anticipated incurrence. McCormack will provide detail of the actual incurrence.

ACTION TAKEN: Dr. Linda Kafer moved for approval of the Treasurer's Report for the period ending April 30, 2008. Dr. Pat Hightower 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 Mr. Nathan Ujvari and passing unanimously, the following items were approved:

A. Approval of minutes of April 23, 2008

B. Consideration of Approval of Personnel Status Changes – R-2008-18

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2008-18

STATUS CHANGES

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

BEGINNING APRIL 28, 2008

Mike Moore, Facilities Utility Worker

SALARY: no change

Explanation of Status Change

Mike Moore replaces Don Hart.

C. Consideration of Approval of Employment of College Personnel – R-2008-19

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2008-19
NEW HIRES

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

BEGINNING MAY 13, 2008

Michael Kennard, PPT Custodian/Child Development Center
SALARY: \$9.31/hr. based on 25 hours per week

Wallace Marshall, PPT Custodian/Child Development Center
SALARY: \$9.31/hr. based on 25 hours per week

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 MAY 19, 2008 AND ENDING JUNE 28, 2008

Kenneth McCreight, Dean of Technology and Workforce Development
SALARY: \$8,076.90 prorated from \$70,000.00 per year based on a fiscal year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2008-19

Michael Kennard replaces Dola Miller
Wallace Marshall replaces Leslie Vance.
Kenneth McCreight replaces Benjamin Rountree.

D. Consideration of Approval of College Personnel Professional Growth Recognition – R-2008-20

**CONSIDERATION OF APPROVAL OF
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION**

R-2008-20

WHEREAS: Carol Cariglio-Wolfe has provided documentation that she has completed 60% of a Master's Degree.

THEREFORE, BE IT RESOLVED: by the Board of Trustees that \$1,060.00 be added to Carol's base salary of \$39,173.00 to \$40,233.00, effective April 21, 2008, in recognition of 60% completion of a Master's Degree in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."

VII. REGULAR AGENDA

A. **Board Orientation Activity: PAC Initiative #4 Core Learning Outcomes** – *Dr. Therese Bushner, Mr. Terry Coleman, Ms. Kate Peresie*

Mr. Don Plotts provided an introduction to the Planning Advisory Council Strategic initiative development process then introduced Dr. Therese Bushner. Dr. Bushner gave the Board some background into the development of the core learning outcomes and then introduced Dean, Terry Coleman. Mr. Terry Coleman talked about the College's website for the Student Success Plan and explained the 5 C's of competency. Ms. Kate Peresie discussed the progress reports from the Assessment Committee for 2007-08 and explained some of the Assessment Committee's work. Following the presentation, Mr. Matthew Smith asked about the core competency survey results. Ms. Peresie explained that the data on results is on the website and other assessment vehicles that are available for review. Mr. Terry Coleman remarked that the results needed to be publicly available according to the Ohio Board of Regents.

B. **Consideration of Approval of Contract for Renovation of Fallerius Technical Education Center- R-2008-21** – *Mr. Brad McCormack*

Mr. Brad McCormack reviewed the bids that were received for performing major HVAC, lights, AD in restrooms, egress rearrangement, security, and HB251 energy monitoring requirements. He explained that a contractor had been selected and is ready to move forward. Mr. Nathan Ujvari asked if these projects were being done as part of the capital campaign budgets or in lieu of them? Mr. McCormack explained that this renovation was not part of the capital campaign renovations and in fact was merely phase two of the Fallerius renovation plan that was outlined earlier. Dr. Mehdi Ressallat asked what guarantees do we have that on the work? Mr. McCormack pointed out that this assurance is part of the Architect's responsibility and that the college is obliged to accept the lowest bid unless there is reason to reject. Dr. Ressallat asked what guarantees do the Architects offer? Mr. McCormack addressed. Mr. Matthew Smith inquired about commercial warranties.

C. **Consideration of Approval of Student Accomplishment Recognition for Ms. Lacey Foster** – *R-2008-22* – *Mr. Matthew Smith*

ACTION TAKEN: Dr. Linda Kafer moved for approval of R-2008-22 Consideration of Approval of Student Accomplishment Recognition for Ms. Lacey Foster. Dr. Pat Hightower seconded the motion and the motion carried unanimously.

Mr. Matthew Smith presented Ms. Lacey Foster with the a copy of the resolution from the Board recognizing her accomplishments, congratulated her on her impending graduation and conveyed the Board's best

D. **Consideration of Approval of Student Accomplishment Recognition for Mr. Gregory Kemp** – *R-2008-23* – *Mr. Matthew Smith*

ACTION TAKEN: Dr. Ronald Walker moved for approval of R-2008-23 Consideration of Approval of Student Accomplishment Recognition for Mr. Gregory Kemp. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

Mr. Matthew Smith presented Ms. Diane Hipsher, on Mr. Kemp's behalf, with the a copy of the resolution from the Board recognizing Mr. Kemp's accomplishments, congratulated him on his impending graduation and conveyed the Board's best wishes for continued success.

E. Consideration of Approval of Recognition of Superior Achievement for Ms. Diane Hipsher – R-2008-24 – Mr. Matthew Smith

ACTION TAKEN: Dr. Linda Kafer moved for approval of R-2008-24 Consideration of Approval of Recognition of Superior Performance for Ms. Diane Hipsher. Dr. Ronald Walker seconded the motion and the motion carried unanimously.

Mr. Matthew Smith presented Ms. Diane Hipsher with the a copy of the resolution from the Board recognizing her accomplishments, for bringing great distinction to the College and for helping to develop young leaders of tomorrow.

F. OSU-Mansfield Board Meeting – June 20th

Mr. Matthew Smith called for a Board member to attend the June 20th meeting of the OSU-M Board of Trustees meeting. Hearing none, Mr. Smith announced that he would check his calendar to see if he was available to attend. Dr. Linda Kafer announced that she would check her calendar as well.

G. Nominating Committee Report – Ms. Edith Humphrey

Ms. Edith Humphrey thanked new Board member Mr. Steven G. Stone for agreeing to serve on the Board of Trustees and noted that the press release announcing Mr. Stone's joining the NC State Board of Trustees will go out on Friday. She further called for discussion of potential candidates for the replacement of Dr. Linda Kafer and charged the Board with making recommendations

H. 2008-2009 Budget Presentation – Mr. Donald Plotts/Mr. Brad McCormack

Mr. Donald Plotts explained that the budget is a process and reported that the proposed budget was discussed at a presentation to the college community the day prior. Mr. Plotts explained the three-legged plan of the College Foundation and some additional future plans for the College. Mr. Plotts explained that this budget was developed through much hard work and deliberations of the College budget subcommittee that included Staff, Faculty, and Administration who focused on future strategies and Board goals. At this time he turned the presentation over to Mr. Brad McCormack. Mr. McCormack described the budget as a tool toward

accomplishing goals and helping the college into the future. He discussed the nuts and bolts and how the budget was arrived at by analyzing three key components: state appropriation, tuition & fees, and unrestricted net assets. Mr. McCormack recapped the assumptions used in developing the budget and presented the budget recommendations to the Board for consideration. Mr. Nathan Ujvari asked about student tuition and fees if the offset in Full-time equivalencies were to offset the lack of tuition increase. Mr. McCormack explained that it would take a 70-75 FTE increase to offset the 3.5% lack of tuition increase. Mr. Ujvari pointed out a substantial increase in expenditures from the Child Development Center and asked why we appeared to be pessimistic in the revenues of the CDC? Mr. Donald Plotts responded. Mr. Matthew Smith commended the entire institution for their effort in not only developing the budget but performing at the level that it takes to make this kind of budget work consistently.

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 five candidates invited back for a face-to-face interview with the search committee on May 29th. From these interviews the search committee will develop their recommendation to the Board for consideration of appointment and they will be invited back to interview with the Board during the first week in June.

B. Board Retreat

Mr. Matthew Smith asked that the management notes from the Board Retreat held on Saturday, May 24th be distributed as he recapped some of the highlights

C. OACC Annual Meeting

Mr. Matthew Smith recapped some of the highlights of the OACC Annual meeting held on May 22nd and 23rd by discussing the University System of Ohio, Foundations toward health foundations and Ms. Edith Humphrey was the recipient of an OACC Distinguished Alumnus Award.

D. Commencement (June 13th)

Mr. Matthew Smith reminded the Board of College Commencement Exercises on June 13th in the Campus Recreation Center and encouraged all who could to attend.

E. Foundation Innovation Fund Drive

Mr. Matthew Smith reminded Board members of the foundation's current fund drive for the innovation fund and encouraged all to participate.

F. 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 12th from 1pm to 3pm. Video streaming would be available on campus at Riedl Hall.

IX. PRESIDENT'S REPORT

A. AQIP/Achieving the Dream/Graduation Celebration Picnic (June 12th)

Mr. Don Plotts reminded the Chair that graduation practice for the platform party would be held at 9:00am on Friday, June 13th. He also announced that there would be a college picnic on Thursday, June 12th from 11:00am to 1:00pm at Kee Hall for all Faculty, Staff, and Students. All Board members were encouraged to attend.

B. Faculty and Adjunct Faculty Members of the Year

Mr. Don Plotts announced that ADN faculty member Kelly Gray has been selected as Faculty Member of the Year and Police Academy Commander Walt Poffenbaugh has been selected as Adjunct Faculty Member of the Year. All will be announced during the commencement exercise and Kelly Gray will be asked to give an address to the graduates.

C. Update on Higher Learning Commission's approval of the Associate of Arts Degree

Mr. Don Plotts reported that various college presidents were hoping for a blanket approval of the AA degree from the HLC. Earlier the Chancellor had approved the degree by are now awaiting for the Higher Learning Commission to respond. NC State plans to really pursue the AA degree in the various community outreach centers.

D. Student Appeal Results

Mr. Don Plotts recapped the judicial process for students and reported that a recent appeal to the President's Staff upheld the decision of the hearing committee. Mr. Plotts explained how the discussion of a policeman presence on the campus fit into this kind of situation.

E. Vice President for Learning Leaving (Council of Deans)

Mr. Don Plotts announced that Dr. Therese Bushner, Vice President for Learning has accepted a new position in Baltimore and would be leaving the College after commencement. Mr. Plotts presented Dr. Bushner with a college throw as a token of appreciation for her service to the college. Mr. Plotts reported that he had

formed a Council of Deans to respond to the Academic role while there was a vacancy in that area and beyond.

F. May Separation Report

Mr. Don Plotts announced the May separation report was available in the board packet for review.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:47 p.m. Dr. Linda Kafer made a motion and it was seconded by Ms. Edith Humphrey to adjourn to Executive Session to discuss collective bargaining strategies and 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. Steven Stone – “yes”
Mr. Nathan Ujvari- “yes”
Dr. Ronald Walker- “yes”

Upon a motion made by Dr. Linda Kafer seconded by Ms. Edith Humphrey to end the Executive Session at 9:10 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. Steven Stone- “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, June 25, 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 9:11 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Mr. Matthew P. Smith, Chair