

North Central State College
Board of Trustees' Meeting
June 25, 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. Omar Guimaraes
Mrs. Edith Humphrey
Dr. Linda Kafer
Dr. Mehdi Ressallat
Mr. Matt Smith
Mr. Steven Stone
Mr. Nathan Ujvari
Dr. Ronald Walker

Absent: Dr. Pat Hightower

III. INTRODUCTION OF GUESTS

Mr. Donald Plotts introduced Mr. Brad McCormack, and Ms. Chriss Harris, representing the President's Staff; Dean, Ken McCreight, representing the Managers Advisory Council; Mr. Brad Hays representing the Faculty Caucus.

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 May 31, 2008. He stated that revenues for the month totaled \$1,017,558. Expenditures were \$2,239,160 leaving a deficit of \$1,221,602. Year-to-date revenues totaled \$17,604,295. Year-to-date expenditures totaled \$16,175,357 leaving an excess of \$1,428,938. The Star Ohio month-end balance for May 2008 is \$2,573,046. Mr. McCormack noted that the revenue in capital debt service reflected the closeout in projected commissions. The expenditures reflect the annual bookstore payment. He also pointed out the with the new bi-weekly payroll system, May is a three-week month which is why those figures are higher than we are used to seeing. Under other expenses, McCormack pointed out the bad debt expense associated with PSEO state reimbursement. Mr. Don Plotts further

explained the bad debt relative to PSEO. McCormack added that remaining items under other expenses included instructional supplies purchased at the end of the previous month and the final expenses on the new software. Mr. McCormack also pointed out that the Star-Ohio account is currently receiving a yield of 2.19%. Dr. Mehdi Ressallat asked about reevaluating our investment strategies. McCormack responded and indicated that he would email the projected closeout numbers once they are available.

ACTION TAKEN: Dr. Linda Kafer moved for approval of the Treasurer's Report for the period ending May 31, 2008. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

VI. CONSENT AGENDA

The Chair presented the Consent Agenda. Mr. Donald Plotts offered some clarity on the on faculty contracts relative to the upcoming faculty union negotiations. 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 May 28, 2008

B. Consideration of Approval of Personnel Status Changes – R-2008-25

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2008-25

STATUS CHANGES

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

BEGINNING MAY 19, 2008

Sheila Campbell, Institutional Research Coordinator

SALARY: \$32,074.00 for a fiscal year

Explanation of Status Change

Senior Administrative Assistant/Institutional Advancement position was restructured to new grade level and title change.

C. Consideration of Approval of Employment of College Personnel – R-2008-26

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2008-26

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 JUNE 23, 2008

Walt Poffenbaugh, Police Academy Commander

SALARY: \$6,000.00 for an academic 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 JUNE 2, 2008

Jim Mudra, PPT Academic Advisor/Student Success Center

SALARY: \$15.42 hr. /based on 25 hours per week

***BE IT FURTHER 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 JUNE 9, 2008

Jared Welsh, Custodian

SALARY: \$9.31/hr. based on 40 hrs. per week

BEGINNING JUNE 9, 2008

Rhonda Reeder, Office Assistant/Business & Education

SALARY: \$21,382 per fiscal year

BEGINNING JUNE 18, 2008

Tammy Hammond, Foundation Database Specialist

SALARY: \$31,000 for a fiscal year

EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2008-26

Walt Poffenbaugh replaces Sam Wade.

Jim Mudra fills a new permanent part time advisor position.

Jared Welsh replaces Mike Moore.

Rhonda Reeder replaces Cathy Ratliff.

Tammy Hammond fills the new position funded by North Central State College Foundation.

VII. REGULAR AGENDA

- A. Consideration of Approval of Health Sciences Renovation Construction Contracts & Contingency Amount – R-2008-27**

**CONSIDERATION OF APPROVAL
OF HEALTH SCIENCES CENTER RENOVATION
CONSTRUCTION CONTRACTS & CONTINGENCY AMOUNT**

R-2008-27

WHEREAS: *the Health Sciences Center is in need of façade renovation and rehabilitation, and*

WHEREAS: *North Central State College allocated funds under the State of Ohio Capital Bill for the renovation of the Health Sciences Center, and*

WHEREAS: *sealed bids were received by the College at 12:00 p.m., on Wednesday, May 21, 2008, for the Health Sciences Center renovation, and*

WHEREAS: *the low bid is within 10% of the projected estimate.*

WHEREAS: *the College is in conformance with the bidding process under Section 153 of the Revised Code of the State of Ohio.*

NOW, THEREFORE BE IT RESOLVED: *the Board of Trustees of North Central State College authorizes the following Contracts and Contingency amount for the renovation of the Health Sciences Center.*

Contract: Masonry

*M & M Restoration Inc
2321 Scranton Rd.
Cleveland, Ohio 44113
Federal ID# 34-1756334*

Contract Amount:
\$ 384,390.00

Contract: Roofing

*JB & Company.
P.O. Box 520
Tiffin, Ohio 44883
Federal ID# 34-11440174*

Contract Amount:
\$ 231,860.00

Contract: Mechanical

*Bay Mechanical & Electrical Corp.
2221 W. Park Drive
Lorain, Ohio 44053
Federal ID# 34-1371131*

Contract Amount:
\$ 99,200.00

Contingency Amount
\$ 96,000.00

Dr. Mehdi Ressallat noted that all the companies were outside the local area and asked if there were any local contractors considered. He pointed out the Governor's comments about keeping contracts in the state and local if possible. Mr. Matthew Smith further asked about timelines for completion. Mr. Brad McCormack addressed both questions and stated that he would provide additional information on the locations of contractors and warranty bonds.

ACTION TAKEN: Dr. Mehdi Ressallat moved for approval of resolution R-2008-27 Consideration of Approval of Health Sciences Renovation Construction Contracts & Contingency Amount. Dr. Ronald Walker seconded the motion and the motion carried unanimously.

B. Final Capital Campaign Plan – Mr. Donald Plotts/Ms. Chriss Harris

Mr. Donald Plotts introduced Ms. Chriss Harris and talked about the plan for scholarships, the innovation fund, and facilities with seed monies from the legislature. Ms. Chriss Harris distributed handouts on the Foundation. Ms. Harris explained that there would be a kitchen cabinet meeting on July 10th to layout the final plan. The total goal is five and a half million dollars with hopes of raising \$2.8 million during the platinum gift phase beginning in fall and reassess in January-February 2009. The objectives of the capital campaign are to secure funding for student support, innovation, and facilities. Harris reviewed the campaign principles and strategies and announced that the kick off would be in March of 2009 with plans on inviting the Chancellor and the Governor. Harris reviewed the various campaign phases and timeline.

C. OSU-M Board Meeting (July 18th)

Mr. Matthew Smith called for a representative to attend the July 18th meeting of the OSU-M Board meeting. Mr. Nathan Ujvari indicated that he would put it on his schedule and would plan to attend.

D. Nominating Committee Report – Ms. Edith Humphrey

Ms. Edith Humphrey pointed out that Dr. Linda Kafer would be leaving the Board very soon and that efforts to find a suitable replacement should begin immediately. Ms. Humphrey distributed a worksheet of potential candidates for consideration and called for each Board member to feel free to contribute to names for consideration or to provide feedback on any of the candidates on the list. Dr. Mehdi Ressallat asked the Board to consider adding past Board member Mr. Tom Ross for future consideration. The Board discussed adding additional Board members to serve on the nominating committee. Mr. Matthew Smith solicited for volunteers among the Board to serve on the nominating committee. Dr. Omar Guimaraes (Shelby) and Mr. Steven Stone (Ashland) indicated their willingness to serve.

E. Consideration of Approval of 2008-2009 Budget – R-2008-28 – Mr. Donald Plotts/Mr. Brad McCormack

**CONSIDERATION OF APPROVAL OF
2008-2009 OPERATING BUDGET**

R-2008-28

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2008-2009 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 Operating Budget of the College is hereby adopted as presented.*

Mr. Donald Plotts introduced the budget for 2008-2009 and turned the floor over to Mr. Brad McCormack for any questions. Mr. McCormack explained that a budget is a forecast, a tool for projection. It can also be used as a management tool. Mr. Plotts added comments regarding the workforce projections as conservative. Mr. Matthew Smith noted the General Motors component. Mr. Nathan Ujvari expressed concerns and reservations regarding expected amendments in the areas of the Child Development Center, Corporate Services, and faculty wages and benefits.

Mr. Matthew Smith noted a consideration of value in forming an adhoc budget committee. Dr. Mehdi Ressallat supported the idea but added that there should be a group reorganized into committees such as the Audit Committee, Budget Committee, Nomination Committee, and other committees as needed. Dr. Linda Kafer recommended a Finance Committee as well. Ms. Edith Humphrey noted a past decision that because of the relatively small size of the Board no committee was necessary for many of these areas. Mr. Nathan Ujvari recommended that committees be established as the need arises. Dr. Mehdi Ressallat stated that he thought there should also be an Executive Committee.

ACTION TAKEN: Dr. Ronald Walker moved for approval of R-2008-28 Consideration of Approval of 2008-2009 Budget. Dr. Linda Kafer seconded the motion and the motion carried unanimously but with reservations from Mr. Nathan Ujvari.

F. Consideration of Approval of College Personnel Employment Contracts – R-2008-29 – Mr. Brad McCormack

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

R-2008-29

BE IT RESOLVED: *by the Board of Trustees that the following College personnel are hereby awarded employment agreements at the salary and dates stipulated in accordance with the previously approved 2008-2009 budget under Resolution 2008-28*

Mr. Matthew Smith asked about those approaching their wage/salary cap. Dr. Mehdi Ressallat asked about any employees that were not recommended for contract approval. Mr. Matthew Smith asked about the compensation for Department Chairs and how we compare to similar institutions. Mr. Brad

McCormack addressed all three questions. Mr. Nathan Ujvari directed the Board's attention to page 20 of the board package and asked for some further breakout information.

ACTION TAKEN: Mr. Nathan Ujvari moved for approval of R-2008-29 Consideration of Approval of College Personnel Employment Contracts. Ms. Edith Humphrey seconded the motion and the motion carried.

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 was nothing to report at this time as the committee did not select any of the five candidates. Dr. Omar Guimaraes stated that he was not aware of the current search results. Recorder indicated that he would follow-up all email communications with a hardcopy via the U.S. Mail.

B. Chancellor's Trustee Video Conference

Mr. Matthew Smith recapped the Chancellor's latest Trustee Video Conference and directed other Board members to the Chancellor's website where he talks about the status and workings of the University System of Ohio and the strategic plan for education in Ohio.

C. Chancellor's Next Quarterly Trustee Meeting in Columbus

Mr. Matthew Smith directed the Board to page 23 of their board package that provided details of the Chancellor's next quarterly trustee meeting on September 16th. In the message the Chancellor invites all trustees to attend the meeting *in person* from 10am until 4:00pm. Mr. Smith encouraged all Trustees to try to work this meeting into their schedules.

IX. PRESIDENT'S REPORT

A. Summer Enrollment Update (1st Day)

Mr. Don Plotts distributed the enrollment report for the first day of the summer quarter and discussed the highlights. Mr. Plotts explained the issues surrounding application to enrollment and shared some insights.

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

Mr. Don Plotts recapped the proceedings and occurrences of the college-wide celebration picnic and recognized all those who worked so hard to make it a success.

C. Commencement (June 13th)

Mr. Don Plotts recapped many of the positive comments he received regarding the execution of this year's commencement exercises. He reported that the event had a record number of student graduating and with the threat of impending weather, the event was still a huge success.

D. Rock'ncstate

Mr. Don Plotts made some general remarks regarding the upcoming event and introduced Ms. Chriss Harris. Ms. Harris showed the new display board for the event and explained what the highlights of the event will be. She announced that the biggest named entertainment will be the Eagles tribute band, Hotel California. The event will have several new features including approximately twenty different game booths. Mr. Nathan Ujvari expressed concern for the children theme, the carnival atmosphere, and the message of an educational institutional with alcohol as a key attraction. Ms. Harris explained the event security plan and assured the Board that every precaution has been taken to keep our guests safe from undesirable conduct. Dr. Mehdi Ressallat reflected that the liability from a few isolated incidents were the key factors toward the determination of getting away from the Rock-n-Ribs event. Dr. Linda Kafer added that the Rock-n-Ribs event format was to be discontinued due to the poor public image that the alcohol consumption brought to the College. The Board discussed revisiting the ideas of the event format.

E. Hosting of the annual OACCPA meeting (July 22-23)

Mr. Don Plotts announced that the College would be hosting this year's annual meeting of the Presidential Assistants of the Ohio Association of Community Colleges institutions on July 22nd and 23rd.

F. June Separation Report

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

G. OACC Presidents Update

Mr. Don Plotts distributed the OACC 2009 Events Schedule and recapped some of the highlights from the last OACC Presidents meeting. The highlights included Ohio higher education collaborations, funding solutions, systematic alignment, and high school dual enrollment. Mr. Plotts pointed out that the dual enrollment activity across Ohio is booming because recent solutions in funding no longer penalize high schools.

H. Other

Mr. Don Plotts distributed information on the mock emergency drills that would be taking place on the Mansfield campus during the summer. He explained that these drills are being done in response to concerns by the faculty on campus preparedness levels.

Mr. Don Plotts distributed a News Journal article on Ken Ekegren's electric car project and provided some additional information.

Mr. Don Plotts explained the success Ivy Tech in the state of Indiana has had with their agreement to a seamless system of transfer to Indiana University and how it may serve as a model for transition between institutions here in Ohio.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 8:58 p.m. Dr. Ronald Walker 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- not present
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 Mr. Nathan Ujvari seconded by Ms. Edith Humphrey to end the Executive Session at 10:15 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- not present
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, August 27, 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. Steve Stone and seconded by Mr. Nathan Ujvari to adjourn the meeting at 10:16 p.m. and the motion carried unanimously.

Respectively submitted:

Mr. Stephen R. Williams, Recorder

Mr. Matthew P. Smith, Chair