

**North Central State College**  
**Board of Trustees' Meeting**  
**September 24, 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. 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 Ms. Chriss Harris, Mr. Brad McCormack, Ms. Peg Moir, and Ms. Betty Wells representing the President's Staff; Ms. Gina Kamwithi, representing the Managers Advisory Council; Mr. Brad Hays representing the Faculty Caucus; and Mr. Christ Ticoras representing the OSU-Mansfield Board of Trustees. Mr. Arch McMillan from WMFD TV68 was also present.

**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 August 31, 2008. He stated that revenues for the month totaled \$1,788,312. Expenditures were \$1,344,255 leaving an excess of \$444,057. Year-to-date revenues totaled \$5,311,920. Year-to-date expenditures totaled \$2,085,209 leaving an excess of \$3,226,711. The Star Ohio month-end balance for August 2008 is \$2,587,639. Mr. McCormack had no additional comments regarding the budget; however, he noted that upcoming occurrences at the state level will have an effect on the future budget picture. Recently the Governor announced a 4.75% cut in the budget that will have a minimal effect on protected line

items such as state share of instruction (SSI) and the capital component. Areas that will however be hit will be the access challenge grant and jobs challenge grant. The result could equate to a \$43,000 loss in funding. Mr. McCormack pointed out that we do expect further cuts as well and should expect 10% cuts next year. Explanations from Columbus point out that with the personal property taxes diminishing and the commercial activity tax (CAT) not working like it should due to the state of the economy, further cuts seem likely. In addition, there are some legal ramifications that are still a budgetary concern with some taxation judgments being awarded that will likely include some tax rebates.

**ACTION TAKEN:** Dr. Ronald Walker moved for approval of the Treasurer's Report for the period ending August 31, 2008. 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. Mehdi Ressallat, seconded by Ms. Edith Humphrey and passing unanimously, the following items were approved:

### **A. Approval of minutes of August 27, 2008**

### **B. Consideration of Approval of Employment of College Personnel – R-2008-34**

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

##### ***R-2008-34 NEW HIRES***

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

#### ***BEGINNING SEPTEMBER 18, 2008 AND ENDING JUNE 15, 2009***

*Jeffrey Janssens, English Instructor*

*SALARY: \$33,684 for a 9-month academic year*

*Michelle Slattery, Psychology Faculty*

*SALARY: \$35,368 for a 9-month academic year*

***BE IT FURTHER RESOLVED:*** by the Board of Trustees that the following staff member is hereby awarded the prescribed salary at the beginning date stipulated below.

#### ***BEGINNING SEPTEMBER 8, 2008***

*Cindy Kuelling, Financial Aid Technician*

*SALARY: \$11.72/hr. based on 40 hours/week for a fiscal year*

#### ***EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2008-34***

*Jeffrey Janssens fills the new approved English faculty position.*

*Michelle Slattery fills the new approved Sociology/Psychology position.  
Cindy Kuelling replaces Amanda Kaltenbaugh.*

**C. Consideration of Approval of Personnel Professional Growth Recognition  
– R-2008-35**

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

**R-2008-35**

**WHEREAS:** *Michael Cole has supplied documentation that he has completed an Associate degree.*

**THEREFORE, BE IT RESOLVED:** *by the Board of Trustees that \$1,325.00 be added to base salary of \$21,383.00 to \$22,708.00 effective, June 16, 2008, in recognition of completion of an Associate degree in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

**WHEREAS:** *Lynn Dech has supplied documentation that she has completed 60% of a Bachelor’s degree.*

**THEREFORE, BE IT FURTHER RESOLVED:** *by the Board of Trustees that \$1,325.00 be added to base salary of \$25,751.02 to \$27,076.02 effective August 11, 2008, in recognition of 60% completion of a Bachelor’s degree in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

**WHEREAS:** *Michelle Denny has supplied documentation that she has completed an Advanced Practice Nurse Educator Certificate.*

**THEREFORE, BE IT FURTHER RESOLVED:** *by the Board of Trustees that \$530.00 be added to base salary of \$37,606.00 to \$38,136.00 effective, September 8, 2008, in recognition of completion of a qualified certificate in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

**WHEREAS:**

*Christina Barker has supplied documentation that she has completed a Bachelor’s degree.*

**THEREFORE, BE IT FURTHER RESOLVED:** *by the Board of Trustees that \$2,120.00 be added to base salary of \$34,951 to \$37,071.00 effective September 18, 2008, in recognition of the completion of a Bachelor’s degree in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

**VII. REGULAR AGENDA**

**A. Board Orientation Activity: Transformational Journey Report  
– Ms. Diane Hipsher**

Mr. Donald Plotts introduced Ms. Diane Hipsher as the Chapter Advisor for Phi Theta Kappa who along with Paralegal faculty member, Judith Sturgill, took a small group of students on a humanitarian trip to a small town in Guatemala, South America. Mr. Plotts asked Ms. Hipsher to recap some of the highlights of their journey for the Board. Ms. Hipsher told of their travel, of their work building a church, of the people they met, of the experiences they had and most importantly of the transformational impact this experience had on the students who participated and their development of a more globally, realistic view of how much each of us are capable of making a difference in someone else's life if we choose to go forth and make a difference. The Board thanked Diane Hipsher and Judith Sturgill for their willingness to go above and beyond to take the educational experience at the college for our students to new heights.

**B. Retirement Plan 403(b) – Mr. Brad McCormack**

Mr. Brad McCormack explained that the Internal Revenue Service (IRS) has finalized the regulations and formalized the requirements for the 403(b) retirement plan. The role we play is expanding and we must acknowledge our compliance with the new regulations if our institution has at least five employees participating in the plan. Under the new requirement we must have a Board adopted plan in place by January 1, 2009. At the November meeting, Mr. McCormack will either bring a resolution before the Board for the approval of the plan or will bring a resolution to the board that gives authority to Mr. Donald Plotts or Mr. Brad McCormack to approve the plan when completed in order to make the prescribed deadline.

Mr. Brad McCormack also explained that as a part of House Bill 251 we will be required to put together a 15-year plan that outlines how we will address best practices toward managing the impact of consumption with the goal of reducing consumption by 20% from the baseline year of 2004. Any renovation over \$100,000 must be incorporated. Mr. Matthew Smith pointed out the ability of purchasing a kilowatt meter to measure the power draw by individual application to help monitor those items that are large draw items but may not appear so.

**C. Presidential Search Update – Mr. Nathan Ujvari**

Mr. Matthew Smith pointed out a couple new institutions in Ohio that have now entered the search for a new president. Mr. Nathan Ujvari explained that the committee has received eighteen applications from our search consultant for consideration. On Friday, October 3<sup>rd</sup>, the search committee will meet to review applications and choose those applicants that the committee would like to invite to the campus for an interview for further consideration.

**D. OSU-M Board Meeting – Ms. Edith Humphrey**

Ms. Edith Humphrey reviewed the agenda from the September OSU-Mansfield Board of Trustees meeting. She recapped the highlights of their discussion of the

strategic plan, the Algebra project with Mansfield City Schools, and discussions of campus safety and security. Mr. Matthew Smith called for a volunteer to attend the October meeting.

**E. Nominating Committee Report – Ms. Edith Humphrey**

Ms. Edith Humphrey reported that she was awaiting confirmation of her reappointment to the Board as a local appointee before she officially surrenders her Governor appointed position. She further explained that the nominating committee has been building its list of potential board members and will begin contacting candidates in order to explain and encourage their consideration for pursuit of the Governor’s appointment.

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

**A. Trustees “In-Person” Meeting with Chancellor Fingerhutt (September 16<sup>th</sup>)**

Mr. Matthew Smith reported that he had attended the meeting along with Dr. Mehdi Ressallat and Interim President Plotts. The meeting discussed the strategic plan for meeting the State’s need for education. Mr. Smith recapped the highlights including the afternoon breakout sessions that included: benchmarking yourself and developing drafts to respond to the University System of Ohio strategic plan report. He also explained that among three of the books that were recommended as required reading was the book “The World is Flat” by Thomas Friedman.

**B. OACC Fall Conference (October 23-24) Deer Creek Resort**

Mr. Matthew Smith reminded the Board of the upcoming retreat and called for those planning to join him at the conference. Dr. Ronald Walker indicated that he would plan to attend.

**C. Board Retreat (November 2008)**

Mr. Matthew Smith announced that while the Board does not schedule a regular meeting in November, this is the time the Board uses to conduct one of its annual retreats. Mr. Smith called for the Trustees to review their calendars and discuss a suitable Saturday on which to conduct the retreat. After some discussion, Mr. Smith announced that the Board retreat would be conducted on Saturday, November 8<sup>th</sup> from 8:00am to 12:00pm at the Kehoe Center in Shelby, Ohio. He briefly touched on just a few of the topics for consideration.

**D. Other**

Mr. Matthew Smith explained that while Mr. Nathan Ujvari was the only Trustee planning to attend the ACCT Governance Academy, he moved that Mr. Nathan be appointed as a voting delegate for the North Central State College Board of Trustees. Dr. Ronald Walker seconded the motion and the motion passed unanimously.

**IX. PRESIDENT'S REPORT – Mr. Donald Plotts**

**A. AQIP Strategy Forum (February 4-6, 2009 in Lyle, Illinois)**

Mr. Don Plotts explained that part of the institutions participation in AQIP included their participation in an annual strategy forum. As the team representing the college has had most if its membership already identified, last year Ms. Edith Humphrey represented the Board of Trustees and this year should include a different Board member in order to round out the Board's exposure to the AQIP experience. Mr. Nathan Ujvari announced that he would make an effort to serve on this years Strategy Forum Team to the extent his calendar would allow. Mr. Matthew Smith announced that he would be willing to serve as the alternate should Mr. Ujvari be unable to serve.

**B. Memory of Dean, Terry Coleman**

Mr. Don Plotts called for a moment of silence in memory of Terry Coleman. Mr. Plotts reflected on the untimely passing of Terry and highlighted the kind of man he was. Mr. Plotts went on to report that Dr. Bruce Sliney has been solicited and agreed to accept the appointment as Interim Dean until another is found. The posting will be done internally at first then will go external if no suitable candidates are found internally. Mr. Donald Plotts conveyed his appreciation to Dr. Bruce Sliney for stepping up to fill this important vacancy during a critical time in the academic year.

**C. OACC "Richard Adams" Service Award**

Mr. Don Plotts announced that our own Board Chair, Mr. Matthew Smith was to be recognized with the OACC "Richard Adams" award for outstanding service at the upcoming OACC Fall Conference. He encouraged all who were able to come celebrate Mr. Smith's recognition. Mr. Matthew Smith recalled the highlights of his experience as a member of the NC State Board of Trustees and stated that the calling to "Trusteeship is a Journey."

**C. Correspondence**

Mr. Don Plotts distributed "Thank You" cards and other correspondence of interest to the Board that had come in to the college.

**D. Rock'ncstate Report**

Mr. Don Plotts introduced the Executive Director of the North Central State College Foundation, Ms. Chriss Harris, and called for a report on this year's rock'ncstate and further Foundation recommendations. Ms. Chriss Harris reviewed the financials, recapped the 2008 summer event results, reviewed the event process and conveyed the Foundation's considerations for next year's event. She announced the Foundation's considerations included: an Alumni focus, the conduct of the Capital Campaign, and the College 40<sup>th</sup> Anniversary. Ms Harris

conveyed the Foundation Activity Committee's recommendations for the 2009 summer event. The recommendations included: the event be a two-day, evening concert event conducted on July 10 & 11 with the entertainment cost underwritten by one or several primary sponsors with marketing covered, for the most part, via our media partnerships. The message could be that "After a year hiatus – rib competition is back, and we're celebrating the College's 40<sup>th</sup> birthday!"

Dr. Omar Guimaraes asked about the alcohol issue. Mr. Matthew Smith addressed the issue as a major contribution to the success of the event and reminded the Board that this is a Foundation driven event. Dr. Omar Guimaraes objected and called for further discussion. Ms. Edith Humphrey asked if this statement suggests that the Board does not control what is done regarding the Foundation? Dr. Ronald Walker called for some further clarification and asked about any regulations that exist regarding involvement with alcohol at an institution of higher education. Mr. Brad McCormack clarified the expenditure of State funds for the purchase of alcohol as prohibited, but that the Foundation can secure beverages from vendors for sale (right?). Mr. Nathan Ujvari asked about other venues that were considered. Ms. Chriss Harris addressed. Mr. Nathan Ujvari pointed out that the appearance is that the benefit in funds made over the history of the event does not justify the risk/liability and expressed that he feels that there are other events that can fill the fundraising question. Mr. Brad Hays, referring to a comment made earlier this year by an adjunct faculty member, said there was a concern about alcohol at a family-promoted event. Ms. Edith Humphrey expressed that the event was not the kind of event for kids. The (Foundation) Board Activities Committee, of which she is a member, discussed the issues surrounding the event and she expressed that she communicated the importance of the event having both Foundation and Board support. The original question was whether we wanted to have this type of alcohol event associated with the College name or the College name associated with it? Dr. Omar Guimaraes suggested that further discussion be tabled till next meeting and that Foundation representation be present to provide insight into the discussion. Dr. Mehdi Ressallat conveyed that he feels that the Board appreciates what the Foundation Board has done for the College but this issue needs further discussion with specific feedback on the type of event and how the image of the event represents the College. Mr. Matthew Smith moved that further discussion on this matter be tabled until next meeting to allow the Board the opportunity to reflect on the topic.

**E. Vice President for Learning Search Update**

Mr. Don Plotts announced that the College has received eighteen applications for the position and prospects look good.

**F. University System of Ohio Response**

Mr. Don Plotts announced that a response to the University System of Ohio Strategic Plan is due in October or November therefore, a response report would be coming to the Board at the October meeting for approval along with a one-page overview.

**G. Ken Ekegren featured in Ohio Magazine**

Mr. Don Plotts announced that Associate Professor, Ken Ekegren is to be featured in the December 2008 edition of the Ohio Magazine.

**H. Region 6 Economic Development Office at the Kehoe Center and the Lieutenant Governor's visit on September 22nd**

Mr. Don Plotts recapped the highlights of Lieutenant Governor Lee Fisher's visit to the Kehoe Center and distributed copies of the University System of Ohio Strategic Plan.

**I. Capital Campaign Training at the Westbrook Country Club (September 18)**

Mr. Don Plotts stated that the training for the capital campaign that was conducted was well done. He announced that Mr. Paul Kemerling and Ms. Chriss Harris both did a nice job at putting this event together and giving the participants all the information and training they would need to make this a successful campaign.

**J. Mathematics Boot Camp**

Mr. Don Plotts recapped the highlights of the Mathematics Boot Camp that was recently conducted and provided some statistics on the events results. He conveyed kudos to Mr. John Falls and others who did well to make this event a huge success for the College and more importantly for the students who participated.

**K. United Way Challenge**

Mr. Don Plotts announced his challenge to OSU-M Dean, Dr. Evelyn Freeman to surpass the OSU-M fund raising amount with NC State funds raised. The loser must don attire touting the other institution's logo for a day.

**L. Enrollment Report**

Mr. Don Plotts distributed the current enrollment report and recapped the highlights. He reported that marketing efforts have been stepped up this quarter with some new initiatives and called for the Board to refer to some of the data presented in the report. Mr. Plotts stated that it should be noted that the high school Engineering promotion has yielded a 9.6% increase in Engineering and Mathematics. This is an area that is expected to continue growing into its own in the coming years.

**X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 9:10 p.m. Ms. Edith Humphrey made a motion and it was seconded by Ms. Edith Humphrey to adjourn to Executive Session to



discuss collective bargaining strategy. 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. 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. Omar Guimaraes seconded by Ms. Edith Humphrey to end the Executive Session at 9:32 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. 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, October 22, 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. Ronald Walker and seconded by Dr. Omar Guimaraes to adjourn the meeting at 9:33 p.m. and the motion carried unanimously.

Respectively submitted:

---

Mr. Stephen R. Williams, Recorder

---

Mr. Matthew P. Smith, Chair