

**North Central State College  
Board of Trustees' Meeting  
October 22, 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. Mehdi Ressallat  
Mr. Matt Smith  
Mr. Steven Stone  
Mr. Nathan Ujvari  
Dr. Ronald Walker

**Absent:** Dr. Omar Guimaraes

**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; Mr. Brad Hays, Ms. Margaret Puckett and Ms. Pat Herb representing the Faculty Caucus; Ms. Anne Vinson, Ms. Cindy Freeman, Ms. Jennifer Lynn, Ms. Carolyn Kaple, and Ms. Beth Franz representing the AAUP; and Mr. Brad Peffley representing the College Foundation. Ms. Ericka Persol-Christie of the Attorney General's Office and Mr. Rick Ross were also present to make a presentation to the Board regarding faculty union negotiations.

**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 September 30, 2008. He stated that revenues for the month totaled \$850,808. Expenditures were \$1,176,828 leaving a deficit of \$326,020. Year-to-date revenues totaled \$6,162,728. Year-to-date expenditures totaled \$3,262,038 leaving an excess of \$2,900,690. The Star Ohio month-end balance for September 2008 is \$2,92,755. Mr. McCormack restated that while the 4.75% cut in the budget previously announced 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 (anticipate \$37,000) and jobs challenge grant (anticipate \$7,000). Mr. McCormack pointed out that we do expect further cuts as well and should begin planning for them. He also noted that the shared campus expense overage was carried forward to the next period. Dr. Mehdi Ressallat inquired about how a backup generator might ease energy costs. Mr. McCormack responded. Mr. McCormack further reminded the Board that the auditor's report is due in preparation for the upcoming audit that they will present to the Board at the January 2009 meeting. The auditors are expected to begin this activity on November 17<sup>th</sup> and conclude their site visit portion by November 24<sup>th</sup>.

**ACTION TAKEN:** Dr. Mehdi Ressallat moved for approval of the Treasurer's Report for the period ending September 30, 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 September 24, 2008**

### **B. Consideration of Approval of Employment of College Personnel – R-2008-36**

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

***R-2008-36***

#### ***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 OCTOBER 20, 2008 AND ENDING JUNE 27, 2009***

*Robert Robbins, Director of Financial Aid*

*SALARY: \$41,538.46 prorated from \$60,000 for a fiscal year*

#### ***EXPLANATIONS OF NEW HIRES FOR RESOLUTION R-2008-36***

*Robert Robbins replaces Doris Smith.*

### **C. Consideration of Approval of Personnel Professional Growth Recognition – R-2008-37**

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

**R-2008-37**

**WHEREAS:** *Nikia L. Fletcher has supplied documentation that she has completed a Master's Degree.*

**THEREFORE, BE IT RESOLVED:** *by the Board of Trustees that \$1,325.00 be added to base salary of \$49,139.24 to \$50,464.24 effective, September 8, 2008, in recognition of completion of a Master's degree in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."*

**VII. REGULAR AGENDA**

**A. EXECUTIVE SESSION**

The Chair called for an Executive Session at 7:11 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 strategy and imminent court action with the college's attorney. 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. 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. Pat Hightower seconded by Mr. Steven Stone to end the Executive Session at 8:02 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. 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.

**B. Consideration of Approval of Designation of Emeritus Status for Marilyn Humeston – R-2008-38 - Mr. Donald Plotts**

**CONSIDERATION OF APPROVAL OF  
DESIGNATION OF EMERITUS STATUS FOR  
MARILYN HUMESTON**

**R-2008-38**

*WHEREAS: in accordance with Board Resolution R-1998-20, qualifying retiring faculty members may be recommended by the Administration for Emeritus Status, and*

*WHEREAS: Ms. Marilyn Humeston, who after 22 years retired as an Associate Professor of Administrative Information Technology, has met the required criteria, and*

*WHEREAS: Ms. Marilyn Humeston has been recommended for Emeritus Status by her Dean and this recommendation is endorsed by the Interim Vice President for Learning and the President's Staff.*

*NOW, THEREFORE, BE IT RESOLVED: by the Board of Trustees, that Ms. Marilyn Humeston be granted Emeritus Status.*

Mr. Donald Plotts presented Associate Professor Marilyn Humeston for consideration for Emeritus Status.

**ACTION TAKEN:** Ms. Edith Humphrey moved for approval of resolution R-2008-38 Consideration of Approval of Designation of Emeritus Status for Marilyn Humeston. Dr. Pat Hightower seconded the motion and the motion carried unanimously.

**C. Consideration to Adopt the North Central State College 403 (b) Retirement Plan and to Authorize the Vice President for Business and Administrative Services to Effect Full Compliance Thereof – Mr. Brad McCormack**

**CONSIDERATION TO ADOPT THE NORTH CENTRAL STATE COLLEGE 403(b)  
RETIREMENT PLAN AND TO AUTHORIZE THE VICE PRESIDENT FOR BUSINESS  
AND ADMINISTRATIVE SERVICES TO EFFECTUATE FULL COMPLIANCE  
THEREOF**

**R-2008-39**

*WHEREAS: the North Central State College (the "Institution") has sponsored a retirement plan arrangement under Internal Revenue Code Section 403(b); and*

*WHEREAS: the Internal Revenue Service has promulgated regulations under Code Section 403(b) that require the Institution adopt a written plan document; and*

*WHEREAS: the written plan document must be adopted on or before January 1, 2009.*

**NOW, THEREFORE, BE IT RESOLVED, that**

1. *The Institution's Vice President for Business and Administrative Services is authorized and empowered by the Board to adopt the Plan and is further empowered to make such administrative changes to the Plan as are required to effect compliance with the Internal Revenue Service 403(b) regulations.*
2. *Said officer has the authority to sign the final Plan on behalf of this Board, with the corresponding full weight and effect.*
3. *This delegated authority shall continue until the earlier of the date the authority is revoked or December 31, 2009.*
4. *All formal actions of this Board of Trustees relating to the enactment of this resolution were taken and adopted in open meetings, and all deliberations of this Board or any of its committees which resulted in such formal actions, were in full compliance with the law.*

Mr. Brad McCormack introduced the requirement from the IRS for each institution to adopt a written plan document prior to January 1, 2009 and pointed out that the guidelines for such a document will not be available at a time that will enable it to come back in front of the Board by the prescribed deadline date.

**ACTION TAKEN:** Dr. Mehdi Ressallat moved for approval of resolution R-2008-39 Consideration To Adopt The North Central State College 403(B) Retirement Plan And To Authorize The Vice President For Business And Administrative Services To Effectuate Full Compliance Thereof. Mr. Nathan Ujvari seconded the motion and the motion carried unanimously.

**D. Consideration of Approval of University System of Ohio Strategic Plan Report for North Central State College – R-2008-40 – Mr. Donald Plotts/Ms. Peg Moir**

**CONSIDERATION OF APPROVAL OF UNIVERSITY SYSTEM OF OHIO STRATEGIC PLAN REPORT FOR NORTH CENTRAL STATE COLLEGE**

**R-2008-40**

**WHEREAS:** *the University System of Ohio Strategic Plan for Higher Education was released on March 31, 2008; and*

**WHEREAS:** *the Strategic Plan Report that shows each institution's contribution to the accountability measures is due on November 30, 2008; and*

**WHEREAS:** *the Chancellor has directed that these reports be approved by each institution's Board of Trustees before being submitted to his office.*

***NOW, THEREFORE, BE IT RESOLVED,** by the Board of Trustees that the North Central State College Strategic Plan Report has been presented to the Board and is hereby approved for submission to the Chancellor's office as directed.*

Mr. Donald Plotts presented the University System of Ohio Strategic Plan and the college's requirement to submit a report relative to its implementation at the institution. He then introduced Ms. Peg Moir to provide some detail. Ms. Moir distributed information relative to the development of the report and directed the Board to the resolution provided in their board package. She explained that the data presented in the report is "soft" numbers that will be able to be changed as appropriate. We have eleven areas to respond to and she highlighted the categories on the report that NC State is responsible for responding to. Information will then be compiled by OACC and submitted for all colleges in the OACC.

**ACTION TAKEN:** Dr. Ronald Walker moved for approval of resolution R-2008-40 Consideration of Approval of University System of Ohio Strategic Plan Report for North Central State College. Ms. Edith Humphrey seconded the motion and the motion carried unanimously.

**E. 2009 Trustee Meeting Dates – Mr. Matthew Smith**

Mr. Matthew Smith directed the Board to the draft meeting schedule for 2009 and called for any discussion of the dates proposed. After some brief discussions the Board aired not objections and supported the dates presented.

**F. OSU-M Board Meeting – Mr. Matthew Smith**

Mr. Matthew Smith explained that the next meeting of the OSU-M Board of Trustees would be held on Friday, December 5, 2008 and announced that he would be available to represent the NC State Board at this meeting unless another would prefer to attend. Dr. Mehdi Ressallat indicated that he could serve as and alternate in the event that something would prevent Mr. Smith from attending.

**G. Annual Review of OSU-Mansfield/NC State Shared Service Agreement – Mr. Donald Plotts**

Mr. Donald Plotts announced that it was time once again for the two institutions to meet to review the shared service agreement. He pointed out that this meeting involved

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

Ms. Edith Humphrey announced that Ms. Lydia Reid was submitting her application to the Governor's office for consideration in filling the vacant governor appointed position. Ms. Humphrey reported that the committee recommends Dr. Pat Hightower and Dr. Mehdi Ressallat for reappointment to another three-year term on the North Central State College Board of Trustees.

**ACTION TAKEN:** Dr. Ronald Walker moved for approval of the Committee's recommendation of Board reappointments. Mr. Steven Stone seconded the motion and the motion carried unanimously.

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

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

Mr. Matthew Smith recapped the highlights of the OACC Fall Conference that was held on October 23-24. Mr. Donald Plotts announced that Board Chair Matthew Smith received an award for Outstanding Trustee Education and gave a rousing address in acceptance of the award.

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

Mr. Nathan Ujvari formally acknowledged and thanked the Presidential Search Committee for their diligence in the extended search process. He noted that their persistence in the process and dedication to their constituencies was noteworthy and certainly appreciated by himself and Mr. Matthew Smith as co-chairs of the committee.

In forwarding the recommendation of the Presidential Search Committee to the Board of Trustees for consideration, Mr. Ujvari announced that following a thorough interview and stirring deliberations, the Presidential Search Committee recommends Dr. Robin Menschenfreund, Dr. Christopher Picard, Mr. Donald Plotts and Ms. Para Jones for further consideration in filling the position of President for North Central State College.

**ACTION TAKEN:** Ms. Edith Humphrey moved for approval of the committee's recommendations for consideration in filling the position of President of North Central State College. Dr. Ronald Walker seconded the motion and the motion carried unanimously. Mr. Matthew Smith provided a progress report update and announced that there would be a work session on November 5<sup>th</sup> at 7:00pm to refine the process and develop the board's questions to the candidates.

**C. Foundation Summer Event Recommendation –*Ms. Chriss Harris***

Ms. Chriss Harris recapped the recommendations of the North Central State College Foundation Board for the 2009 summer event that were presented at the Board's regular meeting on September 24<sup>th</sup>. Following her presentation she asked for the support of the NC State Board of Trustees for the Foundation's recommendation. Discussion ensued. Mr. Nathan Ujvari expressed his concern for the perception of the College that the event conveyed. Ms. Edith Humphrey concurred. A recommendation to explore a joint venture with Ohio State University Mansfield that is highly cultural was aired.

## **ACTION TAKEN:**

Mr. Matthew Smith called for a roll call vote of support for the Foundation's 2009 summertime event recommendation:

Dr. Pat Hightower "yes"  
Ms. Edith Humphrey "no"  
Dr. Mehdi Ressallat "abstain"  
Mr. Matthew Smith "yes"  
Mr. Steven Stone "yes"  
Mr. Nathan Ujvari "no"  
Dr. Ronald Walker "yes"

Mr. Matthew Smith declared that with a vote of 4/2/1 the Board of Trustees is in support of the North Central State College Foundation's recommendation for the 2009 summer event as presented and asked Ms. Chriss Harris to please convey their support to the Foundation Board.

### **D. Board Retreat (November 8, 2008)**

Mr. Matthew Smith distributed a draft agenda for the board retreat scheduled for 8:00 a.m. to 12:00 p.m. on November 8<sup>th</sup> and called for discussion toward prioritization and other input.

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

### **A. Memorial Service for Ms. Sydney Rountree**

Mr. Don Plotts announced that the memorial service for Ms. Sydney Rountree would be held at 11:00 a.m. on Saturday, November 1<sup>st</sup> at the Grace Episcopal Church in Mansfield.

### **B. Staff In-Service Day**

Mr. Don Plotts announced the upcoming staff in-service day on November 11<sup>th</sup> and explained that Kimberly Lybarger was working on the agenda for the activity. He also announced that he would be issuing a challenge to Dean, Evelyn Freeman of Ohio State University Mansfield to raise the most contributions for the United Way of Richland County and Shelby.

### **C. Employee Appreciation Dinner (December 6, 2008)**

Mr. Don Plotts announced that the College Employee Appreciation Dinner would be held on Saturday, December 6<sup>th</sup> and all Trustees were welcome and encouraged to attend.



**D. Faculty Caucus Officers**

Mr. Don Plotts introduced Ms. Margaret Puckett, the newly appointed Facilitator for the Faculty Caucus to introduce the 2008-2009 members and officers. Ms. Puckett introduced the officers including herself as the Facilitator; Ms. Pat Herb as the Co-Facilitator; Mr. Brad Hays as the Coordinator She introduced the 2008-2009 Faculty Caucus membership also including: Mr. Lenny Eaken, Mr. Jim Beck, Ms. Esther Moore, Ms. Amy Welsh, Ms. Denise Hendershott, Ms. Michelle Slattery, Mr. Justin Bilotte, Ms. Betty DeVore, and Ms. Stephanie Kreisher.

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

Mr. Don Plotts explained that the Vice President for Learning search has narrowed the candidates down to eight. Human Resources is currently confirming their continued interest in the position and explained that the final selection will occur once a new President for the College is named. The Dean of Business and Education Division search is currently looking at 24 applicants and the search window is not closed yet. Mr. Don Plotts personally conveyed his appreciation and commended the administration, staff, and faculty in their efforts in these search processes.

**F. Other**

Mr. Don Plotts also personally thanked Mr. Matthew Smith and Mr. Rick Taylor in their role throughout this Platinum Phase of the Capital Campaign. He explained the rigors of the activity and exclaimed that their time is certainly appreciated.

**X. TIME AND PLACE OF NEXT MEETING**

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, December 3, 2008 at 7:00 p.m. in the Fallerius Technical Education Center (149-F).

**XI. 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. Ronald Walker to adjourn the meeting at 9:17 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