

North Central State College
Board of Trustees' Meeting
March 27, 2013

I. CALL TO ORDER

The Chair, Dr. Dwight McElfresh called the meeting to order at 7:03 p.m. in the Gorman Room (165) of the Fallerius Technical Education Center. At that time he asked all to rise and join him in reciting the pledge of allegiance followed by his reading of the Global ENDS Policy (*Mission Statement*) for North Central State College.

II. ROLL CALL

The Recorder, Mr. Stephen Williams called the roll.

Present:

Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Pamela Mowry
Dr. Mehdi Ressallat
Mr. Steven Stone

Absent:

Ms. Edith Humphrey
Ms. Linda Nelson
Mr. Matthew Smith

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Mr. Koffi Akakpo, Ms. Chriss Harris, Ms. Betty Preston and Dr. Karen Reed representing the President's Staff; Ms. Lynn Damberger and Ms. Teri Brannum representing the Faculty Caucus; Ms. Kim Washington representing the Manager's Advisory Council and the Campus Child Development Center; Ms. Deborah Adams representing the College Foundation; Dr. Christ Ticoras representing the OSU-M Board of Trustees; and Archie McMillan of WMFD was present.

IV. FOCUS OF THE MEETING – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh previewed the essential elements of tonight's agenda and explained that the primary focus of tonight's meeting will include: continued discussion and a report on the presidential transition process, and to conduct ongoing policy governance training. The meeting will include consideration of a tuition increase, Board approval of the Mansfield Campus Framework Plan and approval of the Early Head Start

Renewal Grant. There will also be update information on the current budget as well as progress on next year's budget.

V. PRESIDENT'S REPORT – *Dr. Dorey Diab*

A. North Central State College Foundation Update – *Ms. Deborah Adams*

Ms. Deborah Adams reported that the annual Emerald Club Campaign has currently raised over one hundred ninety-nine thousand dollars of its two hundred thousand dollar goal. Significant to mention is that eighty percent of all employees have contributed some amount to the campaign. Ms. Adams reported that the North Central Ohio Entrepreneur Hall of Fame is scheduled for the evening of April 26th. This year's inductees include: Clothier Don Nash of Don Nash Limited, Dick Ekin local manufacturer of mining and excavation equipment, and the Marottas of the Possum Run Greenhouse. Ms. Adams announced the annual Alumni Association's Graduate Picnic that will be held over the lunch hours of the Thursday, May 2nd prior to graduation. All Trustees were invited and encouraged to participate to the extent they are able in both of these events. Ms. Deborah Adams reported that the annual scholarship selections have been made and they are in the process of notifying successful applicants. She also recapped the progress being made in the Foundation Executive Director search.

B. Student Government and Phi Theta Kappa Update – *Dr. Dorey Diab*

President Dorey Diab asked Board Recorder, Stephen Williams to read the following report of activities submitted by Beta Theta Eta Chapter President, Ms. Makayla Tyree.

Last month was Phi Theta Kappa's Annual Regional Conference. Danielle Roberts received the Order of the Golden Key Award, and Makayla Tyree received the Order of Athena Award. These awards are given in recognition of outstanding contributions to the work and goals of Phi Theta Kappa. Our chapter also received a Catch a Shining Star Award for our Healthy Breakfast Campaign. We are very excited and proud of our chapter to have received these awards!

Makayla Tyree and Danielle Roberts were both named to the All-Ohio Academic Team through Phi Theta Kappa and the Ohio Association of Community College. Danielle Roberts achieved Third Team, and Makayla Tyree achieved Second Team. A luncheon will be held at the Statehouse in honor the 2013 All-Ohio Academic Team. Phi Theta Kappa has some exciting events planned for the rest of the semester. We were going to attend the International Phi Theta Kappa Convention in early April, but instead we decided to plan a trip to Washington, D.C. for our honors topic. We are looking forward to visiting museums and fellowshiping with our members while learning more about our new honors topic, *Competition in Geography and Culture*. Another event we will be participating in next month is "Bowling for Kids' Sake," a Big Brothers Big Sisters fundraiser. Phi Theta Kappa's Induction Ceremony will be held on April 21st at

2:00 at the Kehoe Center. There will be a ceremony, followed by a reception. You are all welcome to attend.

Student Government Association enjoyed having Dr. Diab at our meeting this month. We placed suggestion boxes around campus so students can make their opinions known anonymously. We are hoping to host a fun event with games and activities when the weather gets warmer. Dr. Diab suggested visiting Stark State, another shared campus, to observe their SGA and get ideas for ours.

There were a few concerns brought up in the SGA meeting. The first was regarding wireless printing. It was announced in an e-mail a while back that students would be able to print from their laptops, but there has not been any other information made available. Students were wondering if it is possible to print wirelessly and if so, how. Another concern that was voiced was about the outdated equipment at the Kehoe Center. An engineering student said that the equipment at Kehoe is very outdated, making it difficult to learn the skills needed to enter the workforce. He was concerned that students would not have the knowledge needed when they begin their work in the engineering field. Student Government Association and Phi Theta Kappa are looking forward to the events and plans we have for the rest of this semester! Dr. Dorey Diab addressed the student concerns and the action he has taken relative to these issues.

C. New President Transition – *Dr. Dorey Diab*

President Dorey Diab conveyed his gratitude for the opportunity to visit with the community with President Donald Plotts prior to his departure. Dr. Diab reviewed the various meeting trips he was able to conduct with other local educators and community leaders. He reviewed some of the prominent topics discussed with employers. Dr. Dorey Diab reported on his recent OACC Presidents meeting where highlights included the Governor's budget among other topics. Dr. Diab reported on the recent visit by the Achieving the Dream coaches who conveyed their pleasure with the advances the College has made in the Mathematics area. His internal focus has been with the academic divisions and faculty regarding the strategic plan and the academic structure. Dr. Diab shared his goal of ensuring that the whole team is focused on the student.

D. Faculty Workload Pilot Update – *Dr. Dorey Diab*

President Dorey Diab reported that work is still in progress and he wants to be clear on all of the pertinent elements before bringing to the Board for approval therefore, Dr. Diab indicated that this item will likely be ready to bring back to the April board meeting for consideration.

VI. REQUIRED APPROVALS AGENDA

A. CONSENT AGENDA

The Chair presented the Consent Agenda and called for any items that should be removed from the consent agenda for further discussion. On a motion by Ms. Pamela Mowry and seconded by Ms. Elisabeth Morando and passing unanimously, the following items were approved:

- 1. Approval of Minutes for January 16, 2013**
- 2. Consideration of Approval of Employment of College Personnel – R-2013-06**

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

R-2013-06

NEW HIRES

BE IT RESOLVED: by the Board of Trustees that the following staff member is hereby employed at the salary and dates stipulated below:

BEGINNING FEBRUARY 18, 2013

Dr. Dorey Diab, President

Doctor of Philosophy, University of Nebraska-Lincoln

Master of Business Administration, Kent State University

Master of Science, Cleveland State University

Bachelor in Civil Engineering

SALARY: \$180,000

BEGINNING MARCH 25, 2013

Todd Tilberg, Director, Small Business Development Center

Master of Business Administration, Baldwin Wallace College

Bachelor of Business Adm., Muskingum College

SALARY: \$56,576

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2013-06

Dr. Dorey Diab to replace President Donald Plotts.

Todd Tilberg to replace Kathryn Goon as Director of the Small Business Development Center.

- 3. Consideration of Approval of College personnel professional Growth Recognition – R-2013-07**

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

R-2013-07

WHEREAS: Betty Hager has supplied documentation that she has completed a Bachelor's degree program from Franklin University.

THEREFORE, BE IT RESOLVED: by the Board of Trustees that \$2,084.11 is added to base salary of \$39,669.14 to \$41,753.25 effective January 7, 2013 in recognition of completion of a Bachelor's degree in Human Resource Management in accordance with the policy adopted under resolution 1991-30 for "Professional Growth Recognition."

B. Treasurer's Report for January 31, 2012 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending January 31, 2013. He stated that revenues for the month totaled \$588,757. Expenditures were \$1,338,522 leaving a deficit of \$749,764. Year-to-date revenues totaled \$14,600,374. Year-to-date expenditures totaled \$9,213,115 leaving an excess of \$5,387,259. The Star Ohio month-end balance for January 2013 is \$1,017,113. Mr. Akakpo noted that this month projection actuals were down slightly due to the decrease in enrollment. He had no further special notes for this report.

ACTION TAKEN: Mr. Steven Stone moved for approval of the Treasurer's Report for the period ending January 31, 2013. Mrs. Pamela Mowry seconded the motion and the motion carried unanimously.

C. Treasurer's Report for February 28, 2013 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending February 28, 2013. He stated that revenues for the month totaled \$633,179. Expenditures were \$1,639,209 leaving a deficit of \$1,006,030. Year-to-date revenues totaled \$15,233,553. Year-to-date expenditures totaled \$10,852,324 leaving an excess of \$4,381,230. The Star Ohio month-end balance for February 2013 is \$1,017,163. Mr. Akakpo had no special notes for this report.

ACTION TAKEN: Mrs. Pamela Mowry moved for approval of the Treasurer's Report for the period ending February 28, 2013. Mrs. Elisabeth Morando seconded the motion and the motion carried unanimously.

D. Consideration of Adoption of Remediation-Free Status – R-2013-08
– Mr. Koffi Akakpo

CONSIDERATION OF ADOPTION OF REMEDIATION-FREE STATUS

R-2013-08

WHEREAS, a significant policy objective for Ohio is the preparation of our primary and secondary students for the successful pursuit of industry-recognized credentials of value and higher education degrees that lead to meaningful employment in our great state; and

WHEREAS, the Ohio Board of Regents and the Ohio Department of Education are committed to supporting the development of the highly educated and skilled citizenry needed to secure our state's future by ensuring that students are college and career ready by the completion of their high school experience; and

WHEREAS, during the 2012-2013 academic year, 41 percent of Ohio's public high school graduates entering Ohio's public colleges and universities were required to take remedial non-credit bearing courses; and

WHEREAS, in accordance with Section 3345.061 (F) of the Ohio Revised Code, in December 2012 Ohio's public college and university presidents established uniform "remediation-free" standards for students entering postsecondary education; and

WHEREAS, the remediation-free standards established by the public college and university presidents provide Ohio's educators a clear, common target to focus their work in preparing their students for postsecondary success;

WHEREAS, in accordance with Section 3345.061 (F) of the Ohio Revised Code, each higher education institution is responsible for assessing the needs of its students through policies and practices consistent with the standards adopted by the presidents; and

WHEREAS, a student deemed remediation-free by demonstrating defined skills and knowledge in accordance with the uniform standards established by Ohio's college and university presidents, shall be eligible to enroll in college credit-bearing courses requiring those skills and knowledge; and

WHEREAS, each student presenting with assessment results below the remediation-free threshold shall be informed of the need for additional institutionally administered assessments; and

WHEREAS, the student shall be informed that the outcomes of any institutionally administered assessments may have consequences on the student's fiscal resources and time to program and degree completion and, therefore, should be taken seriously; and

WHEREAS, Ohio's higher education institutions are not required to place students presenting with assessment results below the remediation-free standards into remedial courses, may place such students into credit-bearing mathematics and English courses, and is encouraged to simultaneously provide innovative and effective academic supports to remedial education that accelerate student progress toward program and degree completion; and

NOW THEREFORE BE IT RESOLVED, by the North Central State College Board of Trustees, that North Central State College hereby adopts the remediation-free standards established by Ohio's public college and university presidents in December 2012, and the related assessment requirements into North Central State College student placement policies.

ACTION TAKEN: Mrs. Elisabeth Morando moved for approval of resolution R-2013-08 Consideration of Adoption of Remediation-Free Status. Mr. Steven Stone seconded the motion and the motion carried unanimously.

E. Consideration of Approval of Tuition Increase – R-2013-09 – Mr. Koffi Akakpo

CONSIDERATION OF APPROVAL OF TUITION INCREASE

R-2013-09

WHEREAS: the Board of Trustees of North Central State College is committed to providing access to a high quality and affordable education, and

WHEREAS: the level of the proposed State Share of Instruction (SSI) allocations for academic years 2013 and 2014 has only increased 1.9 percent from the 16 percent decrease in the previous biennium.

NOW, THEREFORE, BE IT RESOLVED: that the Board of Trustees hereby authorizes an increase in base tuition as permitted in the proposed FY 2014-2015 State of Ohio Budget.

ACTION TAKEN: Mr. Steven Stone moved for approval of resolution R-2013-09 Consideration of Approval of Tuition Increase. Mrs. Pamela Mowry seconded the motion and the motion carried with a vote of 4 to 1.

**F. Consideration of Approval of Mansfield Campus Framework Plan – R-2013-10
– Dr. Dorey Diab**

**CONSIDERATION OF APPROVAL OF
MANSFIELD CAMPUS FRAMEWORK PLAN**

R-2013-10

WHEREAS, the initial presentation of the Mansfield Campus Framework Plan was presented to the Board at the December 5, 2012 regular meeting and,

WHEREAS, all Trustees were invited to attend presentation and information gathering sessions for faculty and staff of both North Central State College and The Ohio State University at Mansfield as well as members of the surrounding communities and other stakeholders of the Mansfield campus, and

***WHEREAS**, feedback from the three campus employee meetings and the two town hall meetings was positive, and*

***WHEREAS**, the final copy of the Mansfield Campus Framework Plan has been distributed to board members prior to today's meeting, and*

***WHEREAS**, no substantive changes from the draft which was presented at the January 2013 North Central State College Board of Trustees meeting were made in the final copy, and*

***WHEREAS**, it is intended with today's North Central State College's Board action as well as the action from The Ohio State University at Mansfield's Board action of last Thursday, March 21, 2013, that this final copy of the Mansfield Campus Framework Plan be presented to The Ohio State University Board of Trustees for consideration.*

***NOW THEREFORE BE IT RESOLVED** by the North Central State College Board of Trustees, that the Mansfield Campus Framework Plan as presented in the final copy, is approved.*

ACTION TAKEN: Mrs. Pamela Mowry moved for approval of resolution R-2013-10 Consideration of Approval of Mansfield Campus Framework Plan. Dr. Mehdi Ressallat seconded the motion and the motion carried unanimously.

G. Consideration of Approval of 2013-2014 Request for Early Head Start Funding Renewal Grant – R-2013-11 – Mr. Koffi Akakpo/Mrs. Kimberly Washington

**CONSIDERATION OF APPROVAL OF
2013-2014 REQUEST FOR EARLY HEAD START FUNDING RENEWAL GRANT**

R-2013-11

***WHEREAS:** the Board of Trustees of North Central State College has reviewed the 2013-2014 Early Head Start Funding Renewal Grant Application, and*

***WHEREAS:** the Board of Trustees of North Central State College has reviewed the income and expense portion of the 2013-2014 Early Head Start Operating Budget Proposal, and*

***WHEREAS:** the Board of Trustees approves the 2013-2014 Early Head Start Funding Renewal Grant Application and the associated income and allocation of payroll and non-payroll expenditures budget.*

***NOW, THEREFORE, BE IT RESOLVED:** by the Board of Trustees that the 2013-2014 Request for Early Head Start Funding Renewal Grant is hereby adopted as presented.*

ACTION TAKEN: Mrs. Elisabeth Morando moved for approval of resolution R-2013-11 Consideration of Approval of 2013-2014 Request for Early Head Start Funding Grant. Mrs. Pamela Mowry seconded the motion and the motion carried unanimously.

VII. POLICY GOVERNANCE – *Dr. Dwight McElfresh*

A. Discussion of Agenda Planning (IAW 02.72) – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh recapped the inclusion of a number of new items to their regular agenda to help improve the owner linkage responsibility. These features will be Community Connections, Owner Linkage, and Link and Learn. Community Connections will be an opportunity for trustees to report on those community activities they have taken part in or participated in to gain a better perspective on the “owner’s voice” and can share those experiences with the rest of the Board. Owner Linkage is an opportunity to invite any owner or owner representative individual or group to attend a regular or special board meeting for the purpose of providing some discussion to enrich the board’s understanding of the “Owner’s Voice” or other service considerations for the College (Board) to consider when planning for the future direction of the institution. Link and Learn is once again the opportunity for the board to visit an Owner organization or community partner to help enrich the board’s understanding of its relationship to the organization and how the service of the College can impact those sectors of the Ownership.

1. Community Connections

Dr. Dwight McElfresh recounted the Board attendance at the farewell event for President Donald Plotts and the out pour of community support at the event that reflected the NC State story to many prominent members of our local community as well as the college community. Dr. McElfresh also recounted the Joint Planning meeting that pulled all of the area Foundations together in order to unite their efforts. This event organized by NC State reflected well on the community and certainly highlighted the common theme of collaboration for heightened results. Mr. Steven Stone recounted an opportunity to promote the College at a recent Ashland Rotary event that featured the Regional Development Group and included many accolades for the College’s participation. Dr. Dwight McElfresh added the regional monthly dialogues taking place that NC State participants in regarding regional internships.

2. Owner Linkage

Mrs. Elisabeth Morando recounted a conversation she recently had with her babysitter regarding her being accepted in the NC State Nursing program in which she imparted how the tuition costs at NC State made her career goals a possibility.

3. Link and Learn

Dr. Dwight McElfresh called for ideas on Link and Learn opportunities for future meetings in 2013 and encouraged all trustees to continue the exploring the possibilities.

B. Board Policy Governance Training (IAW 02.70) – Dr. Dwight McElfresh

1. Policy Governance Principle Review – Dr. Dwight McElfresh explained that the board is also including board training as a regular part of their Policy Governance Agenda. The training will include discussion on basic principles or special areas of interest in order to further enrich the board’s continuing understanding of the principles of the Carver Policy Governance Model and related discussions. Dr. McElfresh announced that the group discussion of PolGov principle #1 Ownership and the Benefits of the Policy Governance Source Document will be led by Mr. Steven Stone. A brief video clip of John Carver talking about the principle to be discussed was shown.

2. Policy Governance Policy Review – Dr. Dwight McElfresh explained that the training will also include a continuing review, refresher, and reassessment of current Policy Governance policies. The guided discussion and review of policy governance policies 2.0, 2.1, and 2.2 will also be led by Mr. Steven Stone.

Following the training presentations, Dr. Dwight McElfresh called for trustees to lead the next round of training discussions. The April discussion of Principle #2 will be led by Mrs. Pamela Mowry while the review/discussion of policies 2.3, 2.3, and 2.4 will be led by Mrs. Elisabeth Morando.

3. Ohio Ethics Commission, Financial Disclosure 101 and Online Ethics Training

Board Recorder, Mr. Stephen Williams introduced the recently revised website of the Ohio Ethics Commission that now offers many comprehensive tools to help public servants and other filers learn more about their fiduciary and ethical responsibilities through a host of training tools that can be found on their website at no cost. All Trustees were encouraged to peruse the material for future discussions and familiarization of information available.

C. Fiscal 2012-2013 Budget Update – Dr. Dorey Diab/Mr. Koffi Akakpo

Mr. Koffi Akakpo provided a brief update of the current status and measures that have been put into place to help ensure finishing the fiscal year with a balanced budget.

D. Fiscal 2013-2014 Budget Development – Dr. Dorey Diab/Mr. Koffi Akakpo

President Dorey Diab conveyed the measures he has taken to convey the urgency to all College personnel of the focus on individual recruitment and other marketing strategies to help enhance the institutional focus on helping students to Come to North Central State College and to Complete once they get here.

VIII. BOARD CHAIRPERSON REPORT- *Dr. Dwight McElfresh*

A. Discussion of Rescheduling the May Board of Trustees Meeting – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh explained that President Dorey Diab will be required to attend the AQIP Strategy Forum required as part of the College accreditation process that takes place at the scheduled time of the May Board of Trustees meeting. It is, therefore, necessary for the Board to consider another date to conduct the May 2013 meeting. Following discussion, the Board concluded the best time to reschedule the May meeting would be on May 15th.

B. Board of Trustees Mini-Retreat – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh reminded trustees of the mini-retreat scheduled for April 4th at 5:30 p.m. in the Gorman Room of the Fallerius Technical Education Center and reviewed a tentative agenda.

C. Welcome Reception for Dr. Dorey Diab hosted by OSU President, Dr. Gordon Gee – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh reminded all Trustees of the event and the need to RSVP by phone or email by the due date.

D. North Central Ohio Entrepreneurial Hall of Fame – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh reminded all Trustees of the North Central Ohio Entrepreneurial Hall of Fame on April 26th and all Trustees were invited and encouraged to participate.

E. OSU-Mansfield Board Meeting – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh called upon Mr. Steven Stone to recap highlights of the March 21, 2013 OSU-M Board of Trustees meeting. Mr. Stone reported that highlights included the Boards recap and approval of the current version of the Mansfield Campus Framework Plan as well as a presentation from the Faculty President. Dr. Dwight McElfresh acknowledged Dr. Christ Ticoras of the OSU-M Board and extended an opportunity to offer additional comments. Dr. Ticoras thanked the Board for agreeing to work so collaboratively with their OSU-M counterparts and reflected on the many positive partnership activities taking place between the two institutions

F. ACCT Update on Pending Proposals – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh reported that they have received acknowledgement that the grant proposal submitted on behalf of the Board for some additional work on the policy governance policies with Miriam Carver and some others was not selected this year. He further reported that they have also submitted for consideration in presenting at the 2013 ACCT Leadership Congress in Seattle but have not heard yet if that proposal had been accepted.

IX. MEETING EVALUATION – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh called for discussion of today's meeting and reminded all Trustees to take the survey monkey Evaluation Survey when it hits their email box. Trustees felt they were able to stick to the agenda yet hold discussion where discussion was warranted. Reports were succinct and to the point. The Trustees acknowledged the report submitted and read on behalf of the Student Government to keep the Board informed of pertinent issues however, they really needed to have a representative present in order to also carry back the messages/information from the Board to the student body.

X. TIME AND PLACE OF NEXT MEETING – *Dr. Dwight McElfresh*

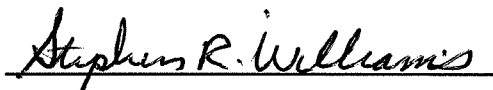
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, April 24, 2013 at 7:00 p.m. in the Gorman Room (165) of the Fallerius Technical Education Building.

XI. ADJOURNMENT

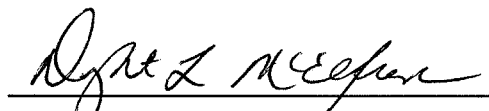
The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board's consideration, a motion was made by Mr. Steven Stone to adjourn the meeting at 8:50 p.m. Ms. Pamela Mowry seconded the motion and the motion carried unanimously.

Respectfully submitted:



Mr. Stephen R. Williams, Board Recorder



Dr. Dwight L. McElfresh, Chair