

**North Central State College**  
**Board of Trustees' Meeting**  
**June 26, 2013**

**I. CALL TO ORDER**

The Chair, Dr. Dwight McElfresh called the meeting to order at 6:02 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:**

Mrs. Edith Humphrey  
Dr. Dwight McElfresh  
Mrs. Elisabeth Morando  
Mrs. Pamela Mowry  
Mrs. Linda Nelson  
Dr. Mehdi Ressallat  
Mr. Matthew Smith  
Mr. Steven Stone

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Mr. Koffi Akakpo, Mrs. Betty Preston and Dr. Karen Reed representing the President's Staff; Mrs. Lynn Damberger represented the Faculty Caucus. Mrs. Kim Washington was present for the Child Development Center. Ms. Deborah Adams represented the College Foundation; Mr. Mark Brunn was present representing the OSU-Mansfield Board of Trustees, and Ms. Danielle Roberts, President of the Student Government Association was present, representing the SGA and Phi Theta Kappa (PTK). Mrs. Mary Rodriguez of the College Foundation Alumni Association was present with community leader and College Alumnus, Reverend Ricky Branham. Mr. Tom Prendergast was also present as part of the agenda discussion on ENDS policy metrics.

**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: the approval of the 2013-2014 budget, a budget amendment for the Child Development Center, ongoing

policy governance training and a discussion of the refinement of the strategic plan as well as the ENDS policies monitoring metrics. The meeting will also include an opportunity for some owner linkage as Reverend Ricky Branham, President of the Willard Area Chamber of Commerce, Willard community leader and College Alumnus will share some of his insights and observations as both a graduate of North Central State College and an influential member of the Willard community. He also announced that there would be an Executive Session called toward the end of the meeting to discuss Personnel Matters and Collective Bargaining.

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

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

Ms. Deborah Adams announced that the Rock-n-Ribs event taking place on July 11, 12, and 13 is still seeking volunteers for a couple specific times and dates. Those willing to sign up for a position were encouraged to do so. Ms. Adams reported that the Executive Director search process was currently interviewing three candidates for the position and they are hopeful to make an offer very soon. Ms. Adams turned the floor over to Mrs. Mary Rodriguez of the Foundation Alumni Association. Mrs. Rodriguez introduced Reverend Ricky Branham who was a 2004 graduate of the College from the Associate Degree Nursing program to share some of his background and told the story of his journey after graduation. He attributed much of the success he has enjoyed to his education and inspiration while a student at NC State.

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

President Dorey Diab introduced President of the Student Government Association, Ms. Danielle Roberts to give a report on PTK and the SGA.

Ms Danielle Roberts reported that they were working on a project with the bookstore for National Student Day on October 3<sup>rd</sup>. The project focused on the importance of social responsibility. The SGA is working to update their Student Survey. Current topics of interest include: vending machine suggestions, internships, evening transportation, and the development of a visual aid for bringing attention to the role of the SGA. Ms. Roberts also explained that they are working on their activities for the campus Activities Week. She also shared some of the student concerns they have received from the student suggestion boxes and some of the actions that have already been taken or are being taken in response to some of the concerns.

**C. Strategic Plan Brochure – *Dr. Dorey Diab***

President Dorey Diab explained that upon his review of the current strategic plan for the College in response to the Board’s Ends Policies, he saw no need to start over. He did, however, recognize a need to simplify the plan in order to strengthen the focus and keep it within our available resources. He introduced and gave brief explanations for each of

the four plans moving forward, the Academic Plan, the Information Technology Plan, the Facilities Plan and the Marketing/Recruitment Plan. He also explained that they would be going into much more detail with the Board on these plans at the Board Retreat.

**D. Complete College America (CCA) – Dr. Dorey Diab**

President Dorey Diab reported that there are currently some twenty states taking part in the Complete College America program and explained the purpose of the program. The program recognizes that there are typically some frequently encountered obstacles to students success, too much time, too much expense. Students end up running out of money and are not graduating or dropping out. The program recognizes that regardless of the obstacles, we need to work on achieving the collective objectives that will help us help those students to completion. The project seeks to develop a comprehensive Student Success Plan. Dr. Diab noted that in regard to many of the recommendations coming from this activity, North Central State College is far ahead of many as we have done an excellent job in establishing these principles for our students.

**E. Supplemental Informaton – Dr. Dorey Diab**

President Dorey Diab directed the Board’s attention to the supplemental information in the back of the board package and called for any discussion relative to that material. There was none noted.

**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 Mrs. Pamela Mowry and seconded by Mrs. Linda Nelson and passing unanimously, the following items were approved:

- 1. Approval of Minutes for May 15, 2013 “Regular” Meeting**
- 2. Consideration of Approval of College Personnel Professional Growth Recognition – R-2013-20**

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

***R-2013-20***

**WHEREAS:** *Sheila Campbell* has supplied documentation that she has completed a Bachelor of Science degree from Franklin University.

**THEREFORE, BE IT RESOLVED:** *by the Board of Trustees that \$2,084.11 is added to base salary of \$35,824.26 to \$37,908.37 effective May 12, 2013 in recognition of completion of a Bachelor of Science degree in Business Administration/Management Information Science in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

**B. Consideration of Approval of 2013-2014 Budget – R-2013-21 – Dr. Dorey Diab/Mr. Koffi Akakpo**

**CONSIDERATION OF APPROVAL OF  
2013-2014 OPERATING BUDGET**

*R-2013-21*

**WHEREAS:** *the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2013-2014 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 2013-2014 Operating Budget of the College is hereby adopted as presented.*

**ACTION TAKEN:** Dr. Mehdi Ressallat moved for approval of resolution R-2013-21 Consideration of Approval of 2013-2014 Operating Budget. Mrs. Elisabeth Morando seconded the motion and the motion carried unanimously.

**C. Consideration of Approval of College Personnel Employment Contracts – R-2013-22 – Dr. Dorey Diab/Mr. Koffi Akakpo**

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

*R-2013-22*

**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 2013-2014 budget under Resolution 2013-21*

**ACTION TAKEN:** Mrs. Edith Humphrey moved for approval of resolution R-2013-22 Consideration of Approval of College Personnel Employment Contracts. Mr. Steven Stone seconded the motion and the motion carried unanimously..

**D. Consideration of Approval of Budget Amendment#1 to the FY 2013-2014 Request for Early Head Start Funding Renewal Grant – R-2013-23 – Dr. Dorey Diab/Mr. Koffi Akakpo**

**CONSIDERATION OF APPROVAL OF BUDGET AMENDMENT #1 TO THE 2013-2014 REQUEST FOR EARLY HEAD START FUNDING RENEWAL GRANT**

**R-2013-23**

*WHEREAS: the Board of Trustees of North Central State College at its March 27, 2013 meeting approved Resolution R-2013-11 for the 2013-2014 Early Head Start Funding Renewal Grant Application and Operating Budget Proposal, and*

*WHEREAS: effective April 26, 2013, notification of federal sequestration-related program adjustments was issued and considered to be the grantees' final funding levels until Congress takes action on an FY 2014 budget, and*

*WHEREAS: due to this reduction in funding, it becomes necessary to amend the previously approved Early Head Start Operating Budget Proposal, 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 Amendment #1, and*

*WHEREAS: the Board of Trustees approves this amendment to the 2013-2014 Early Head Start Funding Renewal Grant Operating Budget.*

*NOW, THEREFORE, BE IT RESOLVED: by the Board of Trustees that Amendment #1 to the 2013-2014 Request for Early Head Start Funding Renewal Grant is hereby adopted as presented.*

**ACTION TAKEN:** Mr. Steven Stone moved for approval of resolution R-2013-23 Consideration of Approval of Budget Amendment for FY 2013-2014 Early Head Start Budget. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

**E. Treasurer's Report for May 31, 2013 – Mr. Koffi Akakpo**

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending May 31, 2013. He stated that revenues for the month totaled \$694,096. Expenditures were \$1,440,732 leaving a deficit of \$746,636. Year-to-date revenues totaled \$17,263,579. Year-to-date expenditures totaled \$15,661,332 leaving an excess of \$1,602,248. The Star Ohio month-end balance for May 2013 is \$817,288 Mr. Akakpo noted that for the June report we have collected all of the tuition we are expecting to close out the year. With the income being

greater than the expenses, we will be wrapping up the budget for 2013 with a balanced budget. Mr. Akakpo had no further special notes for this report.

**ACTION TAKEN:** Mr. Matthew Smith moved for approval of the Treasurer's Report for the period ending June 30, 2013. Mrs. Elisabeth Morando seconded the motion and the motion carried unanimously.

**F. Consideration of Approval of the Ralph Phillips Conference Center Audio Visual Contract – R-2013-24 – Dr. Dorey Diab/Mr. Koffi Akakpo**

**CONSIDERATION OF APPROVAL  
OF THE RALPH PHILLIPS CONFERENCE CENTER  
AUDIO VISUAL QUOTE**

**R-2013-24**

**WHEREAS:** *On behalf of the College, the North Central State College Foundation has raised more than \$1.1 million to initiate the new conference center facility at the James W. Kehoe Center, including a gift of \$750,000 from the family of the late Ralph Phillips, a Richland County industrialist and philanthropist, and,*

**WHEREAS:** *The Ralph Phillips Conference Center of North Central State College in Shelby will become a reality thanks to the support of these many, local community donors, and,*

**WHEREAS:** *The conference center will support regional community development and give the College the opportunity to expand its educational offerings, and,*

**WHEREAS:** *The College recognizes the community's need for a large, upscale meeting and event facility, that, when combined with state-of-the-art audio-visual equipment and access to the region's hotels and renowned attractions, should become a regional center for weekend retreats, statewide and national business meetings, and other revenue generating endeavors, and,*

**WHEREAS:** *Sound Com Systems is listed on the State Term Schedule to purchase and install such state-of-the-art Audio Visual Equipment, and,*

**WHEREAS:** *State Terms Schedules are available to all state agencies, state institutions of higher education and political subdivision, and,*

**WHEREAS:** *Harris Day Architects and the North Central State College committee for audio visual equipment recommends the quote submitted by Sound Com Systems for the Board's consideration and approval.*

**NOW, THEREFORE BE IT RESOLVED:** *that The Board of Trustees of North Central State College authorizes an amount not to exceed \$130,000.00 to Sound Com Systems (Quote Number*

52814R2) to provide the integrated Audio System for the Ralph Phillips Conference Center located at the James W. Kehoe Center.

**ACTION TAKEN:** Mrs. Pamela Mowry moved for approval of resolution R-2013-24 Consideration of Approval of Ralph Phillips Conference Center Audio Visual Contract. Mrs. Edith Humphrey 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 reflected on the recent Ashland Community Connection Breakfast held on June 13<sup>th</sup> at the Mill Restaurant in the Buehler’s Fresh Foods Market Place in Ashland. There was discussion of the economic sectors shared by both North Central State College and Ashland University as well as discussion of the collaborations between NC State and the Ashland West-Holmes Career Center. Mr. Steve Stone noted that the discussion on community connection was seen more as a process rather than a single event. The meeting was very positive and opened the door to continued collaborative activities in the Ashland community.

Dr. Dwight McElfresh noted that we needed to do similar community connection activities in Richland and Crawford counties. An initial conversation with Crawford county economic developer Dave Williamson was suggested.

#### **2. Owner Linkage**

Dr. Dwight McElfresh recapped the earlier linkage with Reverend Ricky Branham, Alumnus of NC State, community leader and President of the Willard Area Chamber of Commerce. The Board looks forward to similar discussions with prominent NC State Alumnus who are in touch with their respective communities to gain their insights and to share their stories of success.

### **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 #4 Ends Policies will be led by Mr. Matthew Smith.

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 3.0, 3.1 and 3.2 will 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 August discussion of Principle #5 will be led by Mrs. Linda Nelson while the review/discussion of policies 3.3 and 3.4 will be led by Mrs. Pamela Mowry.

### **C. Presentation of ENDS Policy metrics for the remainder of ENDS Policy 1.0 – Global ENDS Policy and 1.3 – High Demand and Emerging Technologies – Dr. Dorey Diab/Mr. Tom Prendergast**

President Dorey Diab discussed the ENDS Policy metrics and how it serves as a mechanism for monitoring progress towards meeting the Board’s ENDS policy objectives. President Diab introduced Mr. Tom Prendergast to present the metrics data and the functions of the green light, yellow light, and red light system. Mr. Prendergast distributed the ENDS Policy Metrics Spring 2013 Final Update Part 3 and reported on each of the remaining ENDS policies captured in this mechanism for the 2013 report.

Data for Global ENDS policy metrics 1.0A1 fell into the green light criteria  $\geq 12.4\%$  with a 12.7%; metrics 1.0B1 data fell in the red light area  $< 27.8\%$  with a 21.9%; 1.0C1 fell in the yellow light area with a 5.4%; metrics 1.0A2 fell in the yellow light area with a



23.0%; metrics 1.0B2 fell in the green light area with a 8.2%; metrics 1.0D fell in the red light area with a 373; metrics 1.0E fell in the red light area with a 3,745; metrics 1.0F fell in the red light area with a 1,810; metrics 1.0G fell in the yellow light area with a 74.3%; metrics 1.0H fell in the green light area with a 94%; metrics 1.0I fell in the green light area with a 17.

Data for Equal Opportunity ENDS policy metrics 1.11A fell in the green light area with a 1.56; metrics 1.11B fell in the green light area with a .88; metrics 1.12A1 fell in the yellow light area with a 9.1%; metrics 1.12B1 fell in the yellow light area with a 12.2%; metrics 1.12A2 fell in the green light area with a 19.1%; metrics 1.12B2 fell in the green light area with a 22.4%.

Data for Job Readiness ENDS policy metrics 1.21 fell in the green light area with a 45%; metrics 1.22 fell in the yellow light area with a 76%; metrics 1.23 fell in the yellow light area with a 27.5%; metrics 1.24B fell in the green light area with a 92.6%; metrics 1.25A fell in the green light area with a 90.4%; metrics 1.25B fell in the green light area with a 588.

Data for High Demand and Emerging Technologies ENDS policy metrics 1.31 and 1.32 fell in the yellow light area with a 76%; metrics 1.33 fell in the green light area with a 129.

Data for Career Development ENDS policy metrics 1.41 and 1.44 fell in the yellow light area with a 27.5%; metrics 1.4 fell in the red light area with a 88.6%; metrics 1.43B fell in the green light area with a 92.7%.

Data for Transferability ENDS policy metrics 1.52 fell in the yellow light area with a 17%.

Data for Enrichment ENDS policy metrics 1.61 fell in the yellow light area with a 105; metrics 1.62 fell in the red light area with a 150.

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

### **A. OSU-M Board of Trustees Meeting**

Dr. Dwight McElfresh called upon Mrs. Pamela Mowry to recap the highlights of the May 16<sup>th</sup> OSU-M Board of Trustee meeting. Mrs. Mowry reported that the highlights included discussion on enrollment, the budget, and facilities concerns. Dr. McElfresh extended an opportunity to OSU-M Board member, Mr. Mark Brunn to offer any comments he would like to add. Mr. Brunn stated that they were really happy that enrollment was up for the summer term and hoped that the trend would continue. He added that it was encouraging to see the two institutions working so collaboratively for the benefit of both institutions and for the students of the Mansfield campus as a whole.

## **B. Recap Highlights of the Beginning Anew Conference**

Dr. Dwight McElfresh extended kudos to Cheryl Carter for her presentation at the conference. Mr. Steven Stone commented that Phil Duvall's presentation of *Bridges out of Poverty* was a powerful presentation.

## **C. Recap Highlights of the OACC Annual Spring Conference (May 30<sup>th</sup> and 31<sup>st</sup>)**

Dr. Dwight McElfresh conveyed his kudos to Mr. Matthew Smith who also served as the Board Chair for the OACC Board of Trustees at the Spring Conference and did a great job. Trustees noted their intrigue by the presentation on facilities in Lakeland. Dr. Dorey Diab thanked the Trustees for their engagement.

## **D. Recap Highlights of the OACC Presidents and Governing Board meeting on June 21<sup>st</sup>**

Dr. Dwight McElfresh called upon Mr. Matthew Smith to provide some comment. Mr. Smith began by recapping his meeting with the Chancellor, Mr. John Carey. The topic of college completion was at the heart of meeting as well as a discussion of the Performance Funding Formula. Mr. Smith added that there was discussion of the president's contract as there was notification of retirement from the current president, Dr. Ronald Abrams.

## **E. Board of Trustees Summer Retreat**

Dr. Dwight McElfresh discussed the draft agenda and other desired results of the summer board retreat then reminded the Board that the retreat would be held on July 15<sup>th</sup> from 5:00 p.m. to 9:00 p.m. in the Gorman Room of the Fallerius Building (room 165).

## **F. ACCT Leadership Congress Presentation**

Dr. Dwight McElfresh briefly discussed the topic and aims of the presentation at the ACCT Leadership Congress in Seattle. Dr. Dorey Diab added some additional comments on the evolutionary pieces of this year's presentation. Dr. Dwight McElfresh called for a confirmation of those attending the congress and called for a discussion of travel arrangements and pre-paid travel expenses.

## **IX. EXECUTIVE SESSION**

The Chair called for an Executive Session at 7:57 p.m. Mrs. Linda Nelson made a motion and it was seconded by Mr. Steven Stone to adjourn to Executive Session to discuss collective bargaining and Personnel Matters that would affect specific personnel. A roll call vote on the motion was approved unanimously by all members present.

Mrs. Edith Humphrey – “yes”  
Dr. Dwight McElfresh – “yes”

Mrs. Elisabeth Morando – “yes”  
Mrs. Pamela Mowry – “yes”  
Mrs. Linda Nelson – “yes”  
Dr. Mehdi Ressallat – “yes”  
Mr. Matt Smith - “yes”  
Mr. Steve Stone - “yes”

Upon a motion made by Mrs. Edith Humphrey seconded by Mrs. Elisabeth Morando to end the Executive Session at 9:00 p.m., and to reconvene the regular Board meeting, a roll call vote on said motion was approved unanimously by all members present.

Mrs. Edith Humphrey – “yes”  
Dr. Dwight McElfresh – “yes”  
Mrs. Elisabeth Morando – “yes”  
Mrs. Pamela Mowry – “yes”  
Ms. Linda Nelson – “yes”  
Dr. Mehdi Ressallat – “yes”  
Mr. Matt Smith - “yes”  
Mr. Steve Stone - “yes”

**X. 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.

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

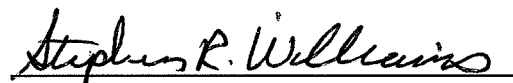
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, August 28, 2013 at 6:00 p.m. in the Gorman Room (165) of the Fallerius Technical Education Building.

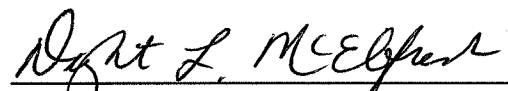
**XII. ADJOURNMENT**

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. Matthew Smith to adjourn the meeting at 9:25 p.m. Mrs. Edith Humphrey seconded the motion and the motion carried unanimously.

Respectfully submitted:

  
Mr. Stephen R. Williams, Board Recorder

  
Dr. Dwight L. McElfresh, Chair