

North Central State College
Board of Trustees' Meeting
September 25, 2013

I. CALL TO ORDER

The Chair, Dr. Dwight McElfresh called the meeting to order at 6:00 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
Mr. Gary McCue
Mrs. Pamela Mowry
Mrs. Linda Nelson
Mr. Matthew Smith
Mr. Steven Stone

Absent:

Mrs. Elisabeth Morando
Dr. Mehdi Ressallat

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Mrs. Betty Preston, Dr. Karen Reed and Ms. Carol Carbary representing the President's Staff. Mrs. Lori McKee was present to represent Mr. Koffi Akakpo. Mrs. Lynn Damberger represented the Faculty Caucus. Mr. Donald Shumaker was present representing the OSU-Mansfield Board of Trustees, and Mrs. Mary Rodriguez and Mr. Benjamin Williams were present to represent the College Alumni Association.

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: a discussion of some potential naming opportunities, a review of some policy governance policy issues, and an update on the work being done to translate College vision into reality. The meeting will also include an opportunity for some owner linkage as Mr. Benjamin Williams, a Control

Panel Design Engineer for CSI Controls in Ashland will share some of his background and accomplishments since graduating from North Central State College.

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

A. North Central State College Foundation Update – *Ms. Carol Carbary*

Dr. Dorey Diab introduced Mr. Benjamin Williams who was a 2004 graduate of the College from the Electronic Engineering Technology 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, inspiration, and professional networking while a student at NC State.

Dr. Dorey Diab introduced Ms. Carol Carbary to present the Foundation update. Ms. Carbary announced that the silent kick-off for the 2013-2015 Capital Campaign is scheduled for November 14th and all trustees are invited and encouraged to attend. Invitations will be going out in the mail soon. The theme for the campaign is “Powering the Journey.” The campaign will focus on four primary initiatives: 1) Technology Upgrade; 2) Entrepreneur program with community fabrication lab; 3) Endowed support for campus internship program, transitioning dual enrollment students, and international program; 4) Kehoe Conference Center project-phase two.

Ms. Carbary directed the Board’s attention to the updated Commemorative Opportunities Guidelines as described in the College Naming Policy and sought a consensus approval from the board to include this list of opportunities in the development of campaign incentives. ACTION ITEM: Following some brief discussion, a favorable consensus from the board to move forward with the list of naming opportunities and the associated guidelines as set forth was conveyed.

B. Student Government Association Update

SGA President, Danielle Roberts was unable to attend the meeting and so Dr. Diab presented the following report on behalf of the SGA. Highlights from their most recent meeting included: 1) A discussion of who will take over as SGA President and Vice President once Danielle and Teresa graduate in May?; 2) Discovering means of inviting other students to attend SGA meetings so the association can grow and foster the opportunity to meet possible candidates for future leadership positions; 3) A report that the e-mail studentgovernment@ncstatecollege.edu is up and running and the facebook presence for SGA is improved so they have to find way of sharing this tool with the student body; 4) The SGA will be joining forces with PTK in their “Commit to Complete” campaign.

C. Fall Semester 2013 Enrollment Update

Dr. Dorey Diab reported that many factors are involved in not only meeting the enrollment goals for this fall semester but in maintaining and exceeding those goals in the coming semesters and years ahead. The DOL grant we were just approved for is only part of the overall vision for the College. It will continue to take much hard work for us to

realize the vision that takes the College from dream to reality, from concept to outcome. The RAMTEC equipment, the National Science Foundation equipment, equipment toward the advanced manufacturing lab, updated information technology equipment, these are all important parts of the equation. Certainly, the increase in enrollment helps us reach some of our immediate goals and the increase in enrollment brings about greater state support. The important strides made to cut down section offerings by 10%-15% while increasing overall enrollment cannot be taken lightly. The part-time recruiters are doing a great job and have asked for tablets in order to link students to what's going on at the College and to capture information on potential students in "real time". It is all of these little strides combined that will make the big differences we need in order to reach the lofty goals we have set for ourselves and meet the expectations set for us by the Board of Trustees. On behalf of the institution, Dr. Diab thanked the Board for their leadership. This is an example of how we can all thrive by working together.

D. Supplemental Information – 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. Linda Nelson and seconded by Mr. Steven Stone and passing unanimously, the following items were approved:

- 1. Approval of Minutes for August 28, 2013 "Regular" Meeting**
- 2. Consideration of Approval of Employment of College Personnel – R-2013-31**

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

R-2013-31

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 AUGUST 26, 2013

Cathy Davison, Office Assistant, Education, Professional and Public Services

SALARY: \$10.85/hr

BEGINNING SEPTEMBER 3, 2013

*Aubrey Place, Office Assistant, Health Sciences
Administrative Assistant Certificate, OSU
SALARY: \$10.85/hr*

BEGINNING SEPTEMBER 23, 2013

*Lori Zeigler, Office Assistant, Liberal Arts
Associate degree in Data Processing, Marion Technical College
SALARY: \$10.85/hr*

EXPLANATIONS OF NEW HIRES FOR RESOLUTION – R-2013-31

*Cathy Davison was hired for the new Office Assistant position for Education,
Professional and Public Services.*

Aubrey Place was hired for the new Office Assistant position for Health Sciences.

Lori Zeigler was hired for the new Office Assistant position for Liberal Arts.

B. Treasurer's Report for June 30, 2013 – Mr. Koffi Akakpo

Mrs. Lori McKee presented the Treasurer's Report for the period ending August 31, 2013. She stated that revenues for the month totaled \$1,260,346. Expenditures were \$1,567,937 leaving a deficit of \$307,591. Year-to-date revenues totaled \$7,497,704. Year-to-date expenditures totaled \$2,224,774 leaving an excess of \$5,272,930. The Star Ohio month-end balance for August 2013 is \$317,322. Mrs. McKee noted that with income being greater than the expenses, we will be wrapping up the budget for 2013 with a balanced budget. Mr. Akakpo gave credit and thanks to everyone at the institution for their efforts in making the achievement of a balanced budget a reality. Mrs. McKee noted that revenue from student registration in March, April, and May was completed in June. She explained that the cycle cushion created now will have to carry through until June. She further explained the additional pay periods that were experienced in August caused some inflation in the payroll totals as compared to normal patterns for the payroll function.

ACTION TAKEN: Mrs. Pamela Mowry moved for approval of the Treasurer's Report for the period ending August 31, 2013. Mrs. Edith Humphrey seconded the motion and the motion carried unanimously.

C. Consideration of Approval of 2013-2014 Workforce partnerships Operating Budget Amendment #1 – R-2013-32 – Dr. Dorey Diab/Mrs. Lori McKee

***CONSIDERATION OF APPROVAL OF 2013-2014
WORKFORCE PARTNERSHIPS OPERATING BUDGET AMENDMENT #1***

R-2013-32

WHEREAS: *The Office of Workforce Partnerships of which North Central State College serves as the fiscal agent has reviewed its 2013-2014 Operating Budget revenue and expenditure projections, and*

WHEREAS: *based upon this review, the Office of Workforce Partnerships needs to amend its 2013-2014 Operating Budget, and*

WHEREAS: *the Board of Trustees of North Central State College has reviewed the revenue and expense portion of the 2013-2014 Workforce Partnerships Operating Budget Amendment #1, and*

WHEREAS: *the Board of Trustees approves the income and allocation of expenditures proposed in this budget amendment.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2013-2014 Operating Budget Amendment #1 of the Office of Workforce Partnerships is hereby adopted as presented.*

ACTION TAKEN: Mr. Steven Stone moved for approval of the resolution R-2013-32 Consideration of approval of 2013-2014 Workforce partnerships Operating Budget Amendment #1. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

VII. POLICY GOVERNANCE – Dr. Dwight McElfresh

A. Nominating Committee Report

Dr. Dwight McElfresh reported on behalf of the Nominating Committee, the following trustees are recommended and therefore nominated for consideration of reappointment and have agreed to accept appointment to another term if the subsequent approval is granted: Mrs. Linda Nelson, Governor Appointment, Crawford County; Mr. Matthew Smith, BOE Appointment, Richland County; Mr. Steven Stone, BOE Appointment, Ashland County.

ACTION TAKEN: Mrs. Pamela Mowry moved for approval of the Nominating Committee's recommendation for reappointment. Mrs. Edith Humphrey seconded the motion and the motion passed unanimously.

B. 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

Mr. Steve Stone recapped the status of the Welcome Johnny and Jane Home Project and talked about the November 4th and 5th kick-off dates. He explained that the project will be executed in three levels: 1) Advisory Committee; 2) Coaches; 3) Listeners. Mr. Stone also talked about the location of upcoming activities and next steps. Board Chair, Dr. Dwight McElfresh conveyed his kudos in the efforts to unite all three colleges in this endeavor.

2. Owner Linkage

Dr. Dwight McElfresh shared the recent presentation Dr. Dorey Diab made to the Ashland Noon Lion's Club and the significant impact it made on those present. Mr. Steve Stone shared College personnel and students' participation in a regional conference that took place in Ashland recently with approximately 170 mental healthcare professionals. NC State representatives participated in a panel discussion and did a great job, kudos to them.

Mr. Matthew Smith shared an encounter he was involved in with the "Taste of Crawford County" event and how it opened doors to the College assisting in agricultural services. Dr. Dwight McElfresh discussed an upcoming event on October 30 at 9:00 a.m. hosted by the RCDG and their work helping to promote internships.

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. Dr. Dwight McElfresh shared an opportunity to Link and Learn with Mansfield Plumbing Products and called upon Board Recorder, Steve Williams to discuss the possibilities of conducting this activity at the regular December Board meeting on December 4th or to consider some later date. **ACTION:** Following some discussion, the consensus of the Board was to move forward with the Link and Learn activity for the December 4th Board Meeting.

Dr. Dwight McElfresh also introduced the notion of repeating their joint meeting with the Board of Trustees of The Ohio State University at Mansfield on December 5th following the College Employee Appreciation Event earlier that same day. **ACTION:** Following some discussion, the consensus of the Board was to additionally move forward with arranging the Joint Meeting with the BOT of OSU-M.

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 #6 Executive Limitations Policies will be led by Mr. Steven Stone.

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 4.0, 4.1 and 4.2 will be led by Mr. Gary McCue.

Following the training presentations, Dr. Dwight McElfresh called for trustees to lead the next round of training discussions. The September discussion of Principle #6 Executive Limitations Policies will be led by Mrs. Elisabeth Morando while the review/discussion of policies 4.0, 4.1, and 4.2 will be led by Mr. Gary McCue.

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

A. Recap Highlights of the OSU-M Board Meeting on Sept. 19th (*Mrs. Linda Nelson*)

Mrs. Linda Nelson recapped the highlights of the September 19th OSU-M Board Meeting that included: a report on the ground-breaking event for the new student housing area, the re-purposing of the Bromfield Library, a presentation of the forestry management plan and the associated collaboration with Stone Lake of Lake Erie, the consideration in making the Mansfield campus a forest and stream laboratory facility, the OSU-M Board conveyed their congratulations to NCState on receiving the DOL/TAACCCT Grant.

Board Chair, Dr. Dwight McElfresh recognized OSU-M Board Member Donald Shumaker and offered him the opportunity to add to the comments on the meeting or to tell the Board a little about himself. Mr. Shumaker added discussions about extending the internship network to Ashland; the forestry department would like to take advantage of the environment that currently exists at the Mansfield campus by making use of the two existing wetlands and using one for research and one for experimentation; they would also like to take advantage of the natural streams on campus because of the uniqueness of having one flowing to the north and one flowing to the south. Mr. Shumaker went on to explain that he was a student trustee for OSU-M who just began his term this school year. He is a senior and a History major who is also learning German for anticipated future endeavors. He is from the city of Bucyrus in Crawford County.

B. ACCT Leadership Congress (October 2-5, 2013)

Dr. Dwight McElfresh announced that Trustee, Mr. Matthew Smith has agreed to serve as the voting delegate for the College at the ACCT Leadership Congress.

C. The Chancellor’s 2013 Trustee Conference (October 21, 2013)

Dr. Dwight McElfresh announced the Chancellor's Trustee Conference that would take place on October 21 at Columbus State Community College and called for a recap on attendance and registration for the event.

IX. MEETING EVALUATION – *Dr. Dwight McElfresh*

Dr. 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 stay on task yet hold discussion where discussion was warranted but needed to work a little more on improving regular Board attendance.

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

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, October, 23, 2013 at 6:00 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 Mrs. Linda Nelson to adjourn the meeting at 7:20 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