

**North Central State College**  
**Board of Trustees’ “Special” Meeting**  
**Summer Planning Retreat**  
**June 25, 2014**

**I. CALL TO ORDER**

The Vice Chair, Mrs. Linda Nelson called the special meeting for the Board’s summer planning retreat to order at 6:17 a.m. in the Gorman Room (165) of the Fallerius Technical Education Center

**II. ROLL CALL**

The Recorder, Mr. Stephen Williams recorded those present.

**Present:**

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

**Absent:**

Mr. Gary McCue  
Dr. Dwight McElfresh

**III. INTRODUCTION OF GUESTS**

Dr. Dorey Diab introduced Dr. Karen Reed, Mr. Koffi Akakpo, Mrs. Betty Preston and Mr. Tom Prendergast

**IV. FOCUS OF THE MEETING**

President Dorey Diab explained that each of the vice presidents, as well as Mr. Tom Prendergast would be presenting information on the strategic planning process and data on the past year’s results and plans for next year’s activities.

**V. Introduction to the Strategic Planning Process and the Culture of Evidence**

– *Dr. Dorey Diab*

President Dorey Diab kicked off the strategic planning process discussion with a recap of the college mission statement as well as a review of the Boards Ends policy categories. He also reviewed the strategic planning goals for Access, Success, and Resources and outlined next year’s planned strategies and activities for Academic Services, Student Services, Advancement, and in general administration.

### **A. Access and Success: Data, last year's activities, and next year's action items**

*– Dr. Karen Reed, Vice President for Academic Services*

Dr. Karen Reed discussed key characteristics and trends that we know about our students as well as their perceptions of us from the latest Community College Survey of Student Engagement (CCSSE) data. Dr. Reed then proceeded to recap the strategic planning goals and ideas that guided our activities toward ACCESS as well as SUCCESS over the past year and data to chart our areas of accomplishment as well as our areas of opportunity. Dr. Reed highlighted the five areas of the Campus Completion Plan that called for: 1. Connection to the Institution, 2. Successful First-Year Entry, 3. Student Progress, 4. Student Completion, and 5. Entry into the Workforce. She also discussed the added value we would experience through Guided Pathways to Success (GPS) and identified the components of that as being: 1. Default Pathways, 2. Informed Choices, 3. Meta-Majors, 4. Academic Maps (also known as Curriculum Worksheets), 5. Milestone Courses, and 6. Intrusive (proactive) advising. Finally, Dr. Reed talked about our pursuit of the Title III grant with the overall key goal of “developing and implementing an intrusive advising process across the continuum – from enrollment to graduation and transfer – in order to enhance student success and completion.”

### **B. Resources: data, last year's activities, and next year's action items**

*- Mr. Koffi Akakpo, Vice President for Business and Administrative Services*

Mr. Koffi Akakpo discussed key characteristics and trends that we have experienced in our general operating fund. Mr. Akakpo then proceeded to recap the strategic planning goals and ideas that guided our activities toward RESOURCES over the past year and data to chart our areas of accomplishment as well as our areas of opportunity. He included the total number of credit hours, financial numbers on revenues and expenses, composite score, facilities utilization and information technology.

### **C. Advancement: data, last year's activities, and next year's action items**

*- Mrs. Betty Preston, Vice President for Institutional Advancement*

Mrs. Betty Preston highlighted the five major elements of Institutional Advancement as being: 1. Public Relations, 2. Internal and External Communications, 3. Government Relations, 4. Grants Management and Fundraising, and 5. Alumni Relations. She then explained the institutional relationship between the College and the College Foundation and reported the Foundations current assets and objectives. Mrs. Preston discussed the Foundation's planned activities for the coming year as well as its Challenges and Opportunities. She explained the quest for a mechanism to help gauge the Foundation's Return on Investment and explained the philosophy behind better aligning Grants and Foundation in Advancement and the tie of Advancement to the College Financial Plan. In conclusion, Mrs. Preston made some competitive grant award announcements and posted her challenge to all to consider “What can you do to help transform our community by supporting the College's Foundation?”

### **D. Culture of Evidence: Strategic Data on Ends Policies, Fact Book, and Economics**

*- Mr. Tom Prendergast, Director of Institutional Research*

Mr. Tom Prendergast discussed the evolutionary development toward establishing a culture of evidence within the College and how that evidence is being put to use towards institutional decision-making. He shared the data to chart our areas of accomplishment as well as our areas

of opportunity relative to compliance with the Board's Ends policies. Mr. Prendergast introduced the format of the College Fact Book and demonstrated how it can be used to help trustees and others get a clearer picture of the College's position toward accomplishment of Ends Policy objectives as plotted in the strategic plan. In conclusion, Mr. Prendergast presented some industry and occupation analysis assembled by the MEDAL Think-Tank Group to help get a clearer understanding of workforce needs of our region. The presentation included information on: 1. The Study Region, 2. The Methodology of the Study, 3. Examples of Action already being taken, 4. Examples of Target Industries such as metal fabrication, 5. Regional trends for machine shops and forging/stamping industries, 6. Possible suggestions for production positions, 7. Possible suggestions for operations, 8. Out-of-the-box products for train-up management analysts, and 9. Some other Out-of-the-box suggestions for consideration.

## VI. DISCUSSION WITH BOARD ON PRIORITIES FOR NEXT YEAR –*Dr. Dorey Diab*

In conclusion, Dr. Diab called for some discussion with the Board on their impressions of the material presented and thoughts toward the establishment of priorities for next year. Highlights of this discussion included: (in no particular order or inference of priority)

1. Diversity Improvement
2. Student indebtedness. Dr. Diab discussed a distribution policy currently in the works that would consist of, a student orientation for awareness of debt, a talk with students about getting on the funding they need for completion, and some other activities to help prepare students for the assumption of debt toward completing their educational goals.
3. Adoption of the hockey concept of being where the puck is going to be instead of where the puck currently is.
4. Looking to employers to help build education to employment opportunities.
5. One trustee shared an example of a company who requires the attendance or graduation from a local institution of higher education in order to be considered for employment with their company. Dr. Diab shared some discussion taking place with current collaboration partners.

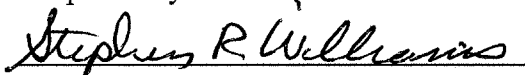
President Dorey Diab recognized that the activities and discussion of the evening was a lot to take in and thanked the Board for their insights and explained that there would be additional opportunity at the next Board meeting to continue this discussion.

## VIII. ADJOURNMENT

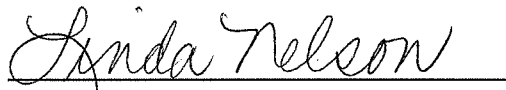
The Chair called for any additional business requiring Board action.

**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 9:03pm p.m. Mrs. Edith Humphrey seconded the motion and the motion carried unanimously.

Respectively submitted:



Mr. Stephen R. Williams, Board Recorder



Mrs. Linda Nelson, Acting Chair