

**North Central State College**  
**Board of Trustees' Meeting**  
**March 25, 2015**

**I. CALL TO ORDER**

The Chair, Mrs. Linda Nelson called the meeting to order at 5:33 p.m. in the Gorman Room (165) of the Fallerius Technical Education Center. At that time she asked all to rise and join her in reciting the pledge of allegiance followed by her 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:**

Ms. Edith Humphrey  
Mr. Gary McCue  
Dr. Dwight McElfresh  
Ms. Elisabeth Morando  
Ms. Linda Nelson  
Mrs. Janet Pry  
Mr. Matthew Smith  
Mr. Steven Stone

**Absent:**

Ms. Pamela Mowry

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Mr. Koffi Akakpo, Mrs. Betty Preston, and Dr. Karen Reed representing the President's Staff; Mrs. Margaret Puckett and Ms. Pat Herb representing the Faculty, Ms. Teresa Purtiman representing the OSU-M Board of Trustees and; Ms. Mackayla Cox, Ms. Raven Allen, Mr. Brandon Glass and Ms. Barb Keener representing the Student Government Association and Phi Theta Kappa. President Diab further introduced Mr. Tom Prendergast who will lead us in the discussion of our Success Metrics.

**IV. FOCUS OF THE MEETING – Mrs. Linda Nelson**

Mrs. Linda Nelson previewed the essential elements of tonight's agenda and explained that the primary foci of tonight's meeting will include: a report from our student government association and College Foundation. President Diab will give us a report on spring enrollment and other important matters to the College from the state and federal legislature and we will review success metrics. We will consider routine matters from the Consent Agenda, a proposal for a tuition increase and will hear from Ms. Teresa

Purtiman of our shared campus institution (OSU-Mansfield). We will continue our training on Policy Governance and have further discussion on the Success Metrics from President Diab and Mr. Tom Prendergast. Finally, we will wrap up with discussion of some upcoming trustee activities in the months to come.

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

**A. Student Government Association (SGA) Update – *Ms. Mackayla Cox***

President Dorey Diab introduced SGA President, Ms. Mackayla Cox to report the activities of the SGA and PTK. The report was as follows:

**Phi Theta Kappa**

Phi Theta Kappa held their spring induction on Sunday, March 29<sup>th</sup> where they inducted 29 new members. Since February 1<sup>st</sup> they sent out personal letters to all new members congratulating them on their membership and sent our 1,400 surveys to current members and alumni to get more engagement. Officers for 2015 were selected to include: Mackayla Cox as President, Vice Presidents included: Katie Vanetta, Raven Allen, Archie Miller, Brandon Glass, and Dan Murray. Brandon Glass and Mackayla Cox will be student representatives at Board meetings.

Stephen Ritchie from Sinclair community college, President of the Nu Phi chapter will be a guest speaker at induction, he will be discussing the fellowship our chapters experienced when Nu Phi hosted our Honors Study trip to Dayton. Brandon Coornoot, Central District Representative will also be a guest speaker.

PTK members attended the Ohio Regional Convention at Columbus State Community College where we won several awards including:

- Catch a shining star
- Most distinguished chapter of central district of Ohio
- Most distinguished theme award for our honors study topic
- 4 Star chapter award
- Barb received the horizon advisor award

Bowl for Kids' sake was successful on March 7th, raising money for Big Brothers Big Sisters. The chapter is working with Trio to do a service project. Leader Richland is coming up in May. PTK is in the process of picking a new honors study topic for this year.

**Student Government (SGA)**

Scheduled meetings, getting them in the in50

Contacting all the advisors for student groups from OSU and NC state to get increased representation. Collecting suggestion boxes to compile student concerns.

For 2015, PTK and SGA will have separate presidents of Phi Theta Kappa and Student Government in order for both to get the time and attention they need. Since Mackayla has spent a lot of time in the past year building up Phi Theta Kappa she will stay on as president there. Brandon Glass has been chosen as the president of Student Government. They are working hard to increase student engagement and it has been challenging. They hope with this new focus they can do better.

New Officers:

Brandon Glass-President

Mackayla Cox- Vice President

Working on getting other officers by the beginning of summer semester

### **B. North Central State College Foundation Update – Mrs. Betty Preston**

Dr. Dorey Diab called upon Mrs. Betty Preston to provide the Foundation Update. Mrs. Preston provided updates on the Emerald Club and Powering the Journey campaigns as well as the Alumni Club activity and transition plan as she plans her retirement for July 2015. Dr. Diab added a brief update on the development of the Crawford Success Center. Dates for upcoming events included:

#### **April, 2015**

- Hall of Fame – 4-24-15

#### **May, 2015**

- Graduate Picnic – 5-7-15
- Resource Development – 5-14-15
- *Quarterly Board* – 5-21-15

### **C. Board of Trustees Representation on the Foundation Search Committee**

President Dorey Diab explained that as the College Foundation begins the search process to fulfil the Executive Director position that will be vacated by Mrs. Betty Preston upon her retirement, the search committee will require representation of one member from the College Board of Trustees. Following some brief discussion, Dr. Dwight McElfresh volunteered his services on the search committee if it pleases the rest of the Board. The consensus of the Board was for agreement that Dr. Dwight McElfresh would serve to represent the College Board of Trustees on the search committee for the College Foundation Executive Director.

### **D. State/Federal Government Relations Update & Discussion**

President Dorey Diab recapped some of the highlights of the OACC Legislative Day and identified those legislators that he and/or Trustee Dr. Dwight McElfresh were able to talk with or hear from regarding targeted issues relative to higher education/community

colleges in general and/or North Central State College specifically. Key topics discussed at this event included: 1) a Community College Plus (CCP) Update; 2) Community Colleges delivering the Bachelor's Degree; 3) State Share of Instruction (SSI) distribution formula; 4) Tuition cap; and 5) House Bill 1 regarding Apprenticeships. Dr. Dwight McElfresh added an observation that each of the legislators shared similar stories of community colleges being uniquely positioned to accomplish both the state and federal objectives for higher educational attainment for the state/nation. He also provided some follow-up to the discussions surrounding Senator Faber's recommendation toward cutting budget spending allocations for higher education by five percent. Dr. Dwight McElfresh also reported on the discussion of creating a taskforce to provide recommendations on maintaining the affordability of higher education in light of increasing costs and diminishing subsidy. Dr. Dorey Diab added information on the discussion of enhancing efficiencies in higher education in order to control costs and help get the biggest bang for our educational dollars.

### **E. Success Metrics**

President Dorey Diab introduced the work done by Mr. Tom Prendergast to collect data and assemble the information relative to monitoring the metrics for the Success function of the Strategic Plan in meeting the charge of the Board's ENDS policies and called upon Mr. Prendergast to present the information as well as his interpretation of the information. Mr. Prendergast introduced the information by explaining that the first set of information is focused on target populations in the college strategic plan that includes: early college students, students taking distance coursework, students in STEMM disciplines and students intending to transfer. Following the presentation of this material he turned the discussion to Success in the short term and the long term that highlighted a discussion on state subsidy, the funding formula and what impact the recent changes may have on the College and its completion objective(s). This discussion included a look at the successful accomplishments of our graduates from successful employment objectives to successful transfer objectives.

### **F. Recap of the April 10<sup>th</sup> College In-service Day Topics**

President Dorey Diab called upon Dr. Karen Reed to provide a preview of the policies that the college has worked on and continue to work on to enhance student success. Dr. Reed reported the following list:

- College Credit Plus (CCP)
- Student Debt (part of the GPS "no money grant")
- Prescriptive Advising
- FYE Imbedding
- Imbedding tutors and other math initiatives
- Faculty sharing best practices
- Early alert systems
- Policy Development

- Attendance Tracking
- Graduation Requirements & Auto Graduation
- Grading Policies, Mid-term Grading, Cumulative GPA, and Retention
- Active engagement in class

President Dorey Diab added information from the meeting with all College Advisory Committees where they were surveyed on a number of items regarding the perceived service quality at the College. Dr. Diab shared those results with the Board for information.

## **VI. REQUIRED APPROVALS AGENDA**

### **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 Mr. Matthew Smith and seconded by Mrs. Elisabeth Morando and passing unanimously, the following items were approved:

#### **A. Approval of Minutes for February 25, 2015**

#### **B. Consideration of Approval of Employment of College Personnel – R-2015-06**

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

***R-2015-06***

#### **NEW HIRES**

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

#### ***BEGINNING MARCH 2, 2015***

*Michael Cole, Lead Facilities Utility Worker  
Associate of Applied Business, Business Management  
SALARY: \$13.98*

#### ***BEGINNING JUNE 20, 2015***

*Daniel Wagner, Assistant Dean, BIT  
Bachelor of Science Mechanical Engineering  
SALARY: \$60,000*

#### ***EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2015-06***

*Michael Cole was a Facilities Utility Worker and was hired as Lead Facilities Utility Worker.*

Dan Wagner was hired as Assistant Dean BIT to replace Lynn Jones. Lynn Jones is going back to a Faculty position.

**C. Consideration of Approval of Contracts for Probationary Faculty – R-2015-07**

**CONSIDERATION OF APPROVAL OF CONTRACTS  
FOR PROBATIONARY FACULTY**

**R-2015-07**

**BE IT RESOLVED:** by the Board of Trustees that approval is hereby given to the administration of the college for the “memos of intent” to be issued to the following faculty, recommended without reservation, for renewal of contracts for the period stated below:

**PROBATIONARY FIRST-YEAR 9-MONTH CONTRACT  
(Fall Semester 2015 through Spring Semester 2016)**

*Ivona Maric*

**PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT  
(Fall Semester 2015 through Spring Semester 2016)**

*Janny Nauman  
Jesse Payne  
Melinda Roepke  
Vickie Rose  
Justin Tickhill*

**Regular Agenda**

**A. Treasurer’s Report for February 28, 2015 – Mr. Koffi Akakpo**

Mr. Koffi Akakpo presented the Treasurer’s Report for the period ending February 28, 2015. He stated that revenues for the month totaled \$631,346. Expenditures were \$1,260,357 leaving a deficit of \$629,011. Year-to-date revenues totaled \$16,028,407. Year-to-date expenditures totaled \$10,635,930 leaving an excess of \$5,392,477. The Star Ohio month-end balance for February 2015 is \$1,017,739. Mr. Akakpo had no further special notes for this report.

**ACTION TAKEN:** Dr. Dwight McElfresh moved for approval of the Treasurer’s Report for the period ending February 28, 2015. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

**B. Fiscal 2015-2016 Budget Development – Dr. Dorey Diab/Mr. Koffi Akakpo**

Mr. Koffi Akakpo reported that much of the development on the budget for fiscal 2015-2016 at this time is based on projected expenditures and projected enrollment and other revenue. While those numbers are still being compiled it seems that we are tracking toward developing a budget based on flat enrollment as opposed to increased or diminished enrollment projections at least at this point. There are also issues remaining to be resolved at the state and federal levels that will impact the budget process. We will know more and be better positioned to provide more insight into the budget revenue and expenditure projections as well as current budget legislation in the next month or two.

**C. Consideration of Approval of Tuition Increase and Implementation of the Blanket Tuition Plan – R-2015-08**

***CONSIDERATION OF APPROVAL OF TUITION INCREASE AND IMPLEMENTATION OF THE BLANKET TUITION PLAN***

R-2015-08

***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 potential for negative scenarios in higher education funding at the state level as well as wavering enrollment make it necessary to develop a proactive strategy in order to safeguard the College against these potentially negative dynamics, and*

***WHEREAS:*** *research shows that students who take twelve or more credit hours per term are more likely to be successful in completing their higher education goals, and*

***WHEREAS:*** *an increase in baseline tuition is necessary, it is also desirable to offer students a blanket tuition plan in order to provide both an incentive for taking a higher credit hour load per term while giving students a price break for doing so, and*

***WHEREAS:*** *under the blanket tuition proposal, a student taking one to eleven credit hours will pay \$165 per credit hour, and*

***WHEREAS:*** *a student taking twelve to fifteen credit hours will pay a blanket amount of \$1,830.60 for all credit hours in the blanket tuition range, and*

***WHEREAS:*** *a student taking any number of credit hours above the blanket range (12-15 credit hours) will pay \$1,830.60 for the blanket tuition range, plus an additional \$165 for each credit hour that exceeds the blanket tuition range.*

<i>Number of Credit Hours Taken</i>	<i>Cost Formula</i>
<i>1 – 11 credit hours</i>	<i>\$165 per credit hour</i>
<i>12 – 15 credit hours</i>	<i>\$1,830.60 blanket tuition fee, equates to: 12 credit hours @ \$152.5 per credit hour, 13 credit hours @ \$140.77 per credit hour, 14 credit hours @ \$130.71 per credit hour, and 15 credit hours @ \$122 per credit hour</i>
<i>16 + credit hours</i>	<i>\$1,830.60 (blanket tuition fee) + \$165 per credit hour over 15</i>

***NOW, THEREFORE, BE IT RESOLVED:*** that the Board of Trustees hereby authorizes an increase in base tuition and the implementation of the blanket tuition plan as outlined above and as permitted in the proposed FY 2015-2016 State of Ohio Budget.

Mr. Koffi Akakpo recapped the discussion from last month explaining that whichever way the legislature goes, it puts the College in a precarious position to consider implementing a much needed tuition increase in order to position the institution for the coming years. Should the negative scenarios take place, Mr. Akakpo explained some of the dynamics affecting the college regardless of the outcomes in Columbus or on Capitol Hill. These dynamics still make it necessary to bring this resolution for consideration of approval for a tuition increase however it also includes an incentive for students to carry a slightly heavier load since research shows that students are more likely to be more successful by taking one more class in their class load. This Blanket Tuition Plan does just that by offering a cost advantage for taking that 4<sup>th</sup> or 5<sup>th</sup> course.

**ACTION TAKEN:** Mr. Steven Stone moved for approval of resolution R-2015-08 Consideration of Approval of Tuition Increase and Implementation of the Blanket Tuition Plan. Mrs. Edith Humphrey seconded the motion and the motion carried unanimously.

#### **D. Discussion of Potential Parcel Donation**

President Dorey Diab explained that there was a land transaction being considered that has the potential of resulting in the donation of a parcel of land to the College. More detail was not available at this time but may come back before the Board for consideration when such action is deemed necessary and appropriate.

### **VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT**

Board Chair, Mrs. Linda Nelson welcomed Ms. Teresa Purtiman of the OSU-Mansfield Board of Trustees and asked her for any insights or updates she'd like to share. Ms. Teresa Purtiman thanked the board for this opportunity to interface and come together as a campus. She reported that highlights from the latest Board meeting included discussions regarding: 1) the development of the campus district; 2) the campus



recreation center weight room was getting an update and there would be an open house on March 30<sup>th</sup> from 12:00pm to 1:00pm to showcase the update; 3) renovation of Eisenhower Hall is to begin at the end of the semester; the new president of The Ohio State University is planning a visit to the campus on September 9<sup>th</sup>, there will be more information on that as the time draws nearer; and the next meeting of the OSU-M Board of Trustees is scheduled for June 11, 2015.

## **VIII. POLICY GOVERNANCE**

### **A. Discussion of Agenda Planning (IAW 02.72) – Mrs. Linda Nelson**

Mrs. Linda Nelson recapped the inclusion of a number of 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**

Mrs. Linda Nelson called for Community Connections activities that trustees would like to share. Mr. Steven Stone shared a follow-up on the visit he and Trustee Pam Mowry had at Clark State Community College regarding their presentation on the Welcome Johnny and Jane Home Project as a result of their presentation at ACCT last year in Chicago. Dr. Dwight McElfresh shared a positive encounter he had with an NC State Grad regarding an Alumni Connection. Mrs. Edith Humphrey shared an event she attended as part of the Richland County Foundation’s Women’s Fund where Ms. Cheryl Carter was the speaker at the College’s Urban Center.

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

Mrs. Linda Nelson called for Owner Linkage activities. Dr. Dwight McElfresh related a recent opportunity he and Dr. Dorey Diab had to hear Senator Faber talk at the Myers Convocation Center as part of Ashland University’s Ashbrook Speaker Series. Elisabeth Morando shared a recent discussion she was part of with the Ontario City Council where there was excitement in hearing about the progress being made in the establishment of the Campus District.

### **3. Link and Learn**

Mrs. Linda Nelson called for discussion of Link and Learn opportunities. Trustees expressed a desire in hearing discussions from the Timken Company and/or the Hord Family Farms in Crawford County. Trustee Janet Pry indicated that she would make contact to see what kind of activity she could get lined up for the future from either or both of these organizations and she would follow up with the Board Recorder, Mr. Steve Williams to make the necessary arrangements.

### **B. Board Policy Governance Training (IAW 02.70) – Mrs. Linda Nelson**

1. Policy Governance Rehearsal Scenarios –the board is continuing to include board training as a regular part of their Policy Governance Agenda. The next step in PolGov training will include a guided discussion/rehearsal of potential scenarios that trustees might expect to encounter in order to further enrich the board’s understanding of the principles of the Carver Policy Governance Model and to take their confidence in application to the next level. Mrs. Linda Nelson announced that Trustee, Edith Humphrey will be leading the rehearsal exercise for scenario 4.1 that asks “Program Decisions: Board or Staff?” *In the scenario, a credit union board member has an idea about a children’s banking program that he thinks should be implemented. He shared it with the CEO, but the CEO did not proceed to implement the program. What should the board member do?*

2. Policy Governance Policy Review – training also includes 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 be led by Mrs. Linda Nelson.

## **IX. BOARD CHAIRPERSON REPORT- Mrs. Linda Nelson**

### **A. Next OSU-Mansfield Board Meeting (June 11th 4:30pm-6:00pm, 113–Eisenhower Hall)**

Mrs. Linda Nelson called for Trustee participation at the next OSU-M Board of Trustees’ meeting. Consensus was that Ms. Pamela Mowry had indicated interest in attending at a previous meeting and may appreciate the opportunity to attend their June meeting. Mr. Gary McCue indicated that if Ms. Pamela Mowry was not able to attend that he would add to his schedule to attend in her absence.

### **B. 2014 OEC Financial Disclosure Statement Filing**

Mrs. Linda Nelson reminded the Board that the deadline for filing this year is April 15<sup>th</sup>, Trustees need to be cognizant of their requirement to submit their 2014 Financial Disclosure Statement.

### **C. 2015 ACCT Leadership Congress (October 14-17, 2015)**

Mrs. Linda Nelson called for an update on the presentation proposal to be submitted to ACCT for consideration. Dr. Dwight McElfresh gave a brief recap of the topic being submitted for consideration. Mrs. Nelson then called for discussion on who at this point, was planning to attend the 2015 ACCT Leadership Congress. Indicating a desire to attend were: Mr. Linda Nelson, Dr. Dwight McElfresh, Mr. Matthew Smith, Mr. Steve Stone, Mrs. Edith Humphrey, there was an indication that Mrs. Pamela Mowry had earlier indicated her desire to attend, and Mrs. Janet Pry indicated that she would like to attend but needed to first consult her calendar to confirm her availability.

#### **D. Date for the Board of Trustees summer retreat**

Mrs. Linda Nelson called to President Dorey Diab to discuss the Board's summer retreat. President Diab outlined the need for a summer planning retreat for the Board of Trustees and presented some suggestions along with his recommendation for possible times/dates. Following some discussion on the success of last year's retreat, the board consensus was to modify the times for the June 24<sup>th</sup> regular meeting to include an early meeting and conduct the retreat on that same day but merely extend the meeting to include the retreat following the regular meeting. The consensus was to hold the regular meeting from 4:00pm to 5:00pm where the regular meeting could be adjourned and shortly afterwards, the retreat could be called to order and began with a light dinner as the business of the retreat got underway.

#### **X. MEETING EVALUATION – Mrs. Linda Nelson**

Mrs. Linda Nelson called for discussion of today's meeting. Trustees conveyed their kudos to Dr. Karen Reed and Mr. Tom Prendergast for their respective reports to the Board. They also expressed the desire to once again achieve a full board presence.

#### **XI. TIME AND PLACE OF NEXT MEETING**

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, April 22, 2015 at 5:30 p.m. in the Gorman Room (165) of the Fallerius Technical Education Building pending any confirmation of a Link and Learn activity at either Timken or the Hord Farm in Crawford County.

#### **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 Dr. Dwight McElfresh to adjourn the meeting at 8:30 p.m. Mrs. Edith Humphrey seconded the motion and the motion carried unanimously.

Respectfully submitted:



Mr. Stephen R. Williams, Board Recorder



Mrs. Linda Nelson, Chair