

North Central State College
Board of Trustees' Meeting
October 28, 2015

I. CALL TO ORDER

The Chair, Ms. Linda Nelson called the meeting to order at 5:30 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
Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Linda Nelson
Ms. Janet Pry (6:15 p.m.)
Mr. Matthew Smith
Mr. Steven Stone

Absent:

Mr. Gary McCue
Ms. Pamela Mowry

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Dr. Karen Reed and Mr. Koffi Akakpo representing the President's Staff; Ms. Margaret Puckett, representing the Faculty; Ms. Pam Siegenthaler representing the OSU-M Board of Trustees; Ms. Mackayla Cox representing Phi Theta Kappa; Mr. Brandon Glass representing the Student Government Association and PTK/SGA Advisor Ms. Barb Keener. Mr. Scott Heimann was present representing the College Foundation and was joined by Ms. Mary Rodriguez of the College Foundation Alumni Association who was present to introduce featured Alumnus, Ms. Kim Washington, Director of the Campus Child Development Center and 1997 graduate of the Early Childhood Education program.

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 the College Foundation as well as a spotlight on Ms. Kim

Washington as our featured alumni. The board will approve the consent agenda and will hear the Treasurer's Report for September 2015. The Board will hear from Ms. Pam Siegenthaler of our shared campus institution (OSU-Mansfield). The Board will also hear a report from the nominating committee and continue its training on Policy Governance. Finally, we will wrap up with a discussion regarding upcoming Board activities in the Board Chairperson's Report.

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

A. Phi Theta Kappa (PTK) and Student Government Association (SGA) Updates

Phi Theta Kappa – Ms. Mackayla Cox

1. Attended the Honors in Action Conference at Terra State Community College where we gave up Howdy Bear. We were awarded Howdy, the Ohio Region mascot, for the work we have done this year. At the conference, we also broke into groups to develop a “lightning” honors project in order to further each student's understanding about the process of taking an idea, exploring it, and turning it into an action that will benefit the college and community. My team won!!!!
2. Propel Ohio, a leadership training through Sherrod Brown's office took place two weeks ago. Phi Theta Kappa, as well as, Student Government members were selected to attend and represent our college.
3. We have started collections for Food for the Hungry, as well as Feast of Love, and it's gotten off to an incredible start.
4. Continuous fund raising, including making tie dye shirts, and key chains.
5. Through the selection of our chapter Honor's Topic, crossing borders and boundaries built up by people by learning about other cultures to increase our understanding, we are hosting a culture fair early November. We have about 25 groups and individuals from the college and the surrounding community who will be representing a variety of cultures. Our objective is to expose our students to other cultures and religions.
6. We are completing our “End of the Year” wrap-up presentation, and I am transitioning out of my role as President since I will be graduating.
7. Student of the Year applications have been released and students have been working on getting their applications completed.

Student Government Association – Mr. Brandon Glass

Since the National Honor Society of Leadership and Success: Sigma Alpha Pi (SAP) (Student Government) has formed, we have had 232 students join and begun attending events

1. We have had three orientations, each 1.5 hours in length, attended by about 180 students.

2. We have also held two, three hours leadership trainings attended by about 100 students. All sessions are available via the website for students who are unable to attend.
3. We have had two Leadership broadcasts where students could learn from Al Roker and John Maxwell. Both sessions were attended by about 70 students and great discussion was had. Students also attended before and after these sessions to discuss service projects and Student Government issues.
4. The officer team of Phi Theta Kappa has done interviews for the new officer team for Sigma Alpha Pi. We will have about 15 officers from both OSU and NC State. Officer positions will be announced soon. If students wanted to become an officer, they had to attend an interview and discuss how they envision themselves serving the chapter. Positions were created based on students' strengths, passions, and interest. Some of the positions will be Vice President of Publicity, Culture/Diversity Education, Communication, Service, etc.
5. Friday, October 23rd Sigma Alpha Pi, Phi Theta Kappa, and the Tutoring Center participated in the Trunk or Treat event sponsored by the Social Work Association. We had 20 students in attendance and many others donated candy. We decorated a vehicle for each group and handed out candy to between 300-350 children. The Sigma Alpha Pi and Phi Theta Kappa members took the opportunity to meet officers from other organizations on campus with whom they can later collaborate.
6. Other service projects: Feast of Love, Ronald McDonald Necessities Drive, Christmas drive for Veterans, Christmas letters to military who are deployed, facilitate orientations hosted by the Student Success team, Trunk or Treat event at the Mt. Gilead hospital, and adopt a pet through the local animal shelters. We are also inviting students to represent the Student Government by joining committees on campus which require student input due to the Shared Governance model.
7. Process chosen to address student issues that are brought to the attention of the Student Government: first, the students will collect information on the issue. Next, they will do research regarding possible solutions that can be implemented to solve the issue but contacting other colleges, looking up policies, and gathering data. Possible solutions will be determined, and finally they will be brought directly to Dr. Diab. The process will teach students how to handle difficult situations in their personal and professional lives without reacting emotionally, but through data collection and analysis. Also, they will be solution based, rather than focused on the complaint.

B. North Central State College Foundation Development and Update – Mr. Scott Heimann, Executive Director of the College Foundation

Dr. Dorey Diab introduced Mr. Scott Heimann to provide the Foundation Report. Mr. Heimann's report was as follows:

The 16th Annual Scholarship Recipient and Donor Appreciation Luncheon, will be held on Friday, November 6th. Three students will share their personal educational experiences and their appreciation of the scholarships that they received. In addition, one of our donors will speak

about why they give, and an alumnus will give an update on how the dollars they received as a student allowed them to achieve their career goals.

Thanksgiving cards will be going out soon to donors and friends.

Richland Gives campaign:

Join the North Central State College Foundation and the Richland County Foundation in participating in Richland Gives on Tuesday, December 1, 2015.

North Central State College alumnus, Chuck Hahn of Cleveland Financial Group, is generously matching every dollar donated up to \$10,000 given on this day!

To support the North Central State College Foundation, go to <https://richlandgives.razoo.com/story/Ncsc> on December 1 and make your donation.

All contributions are 100% tax deductible.

Emerald Club:

Our Emerald Club 2016 annual gift campaign was launched in September with requests being made to our top level investors from 2015. We've recently sent solicitation letters and made phone calls to past Emerald Club donors, potential donors, a larger donor list, and will be reaching out shortly to College & Foundation Board members, and retirees. Information on contributing to Emerald Club was also included in the alumni newsletter that was mailed out to over 10,000 alumni. Our campaign goal is \$197,000, and we've secured over \$80,000 to date.

Campus Campaign:

The North Central State College Foundation will partner with academic and staff departments for a campus-wide internal campaign this spring. Details will be released in early 2016.

Miscellaneous Updates:

We were recently informed our grant proposal was accepted from the S.N. & Ada Ford Foundation for \$100,000. The gift will be designated to scholarships to health science students during the summer term.

North Central State supporter, Vic Smith, has generously committed an additional \$200,000 to support scholarships for students of Crawford County High Schools.

Important Dates:

Annual Scholarship Recipient and Donor Recognition Luncheon – Friday, November 6, 2015: Please contact Scott or Gale for ticket information.

NCSC Foundation Board of Trustees Meeting – Thursday, November 19, 2015

Crawford Success Center Dedication – Thursday, December 3, 2015

Mr. Scott Heimann introduced Ms. Mary Rodriguez to introduce tonight's featured Alumnus. Ms. Rodriguez introduced Ms. Kimberly Washington, Director of the Campus Child Development Center who graduated in 1997 with an Associate in Applied Science in Early Childhood Education. Ms. Washington shared her story of how a two-year degree at North Central State College opened the door to continued learning and career development for her and briefly outlined her journey.

Following her story, Trustee, Mr. Steven Stone offered his professional kudos to Ms. Kim Washington and recapped some of her accolades since his working with her as a member of the Early Head Start Governing Board. Dr Diab seconded the accolades to Ms. Washington for her efforts in managing the center, taking to Level 5 in quality while balancing the budget and making it profitable for the first time.

C. Other

President Dorey Diab provided a brief introduction to a number of activities including:

1. Tuition Freedom Scholarship is being developed by combining the traditional President's and Dean's scholarships to offer a tuition-free scholarship to CCP (high school) students who continue with their college education at North Central State College, maintain a good GPA and go full-time.
2. Discussions with Mansfield Police Chief Coontz and the President's Cabinet regarding the recent rash of Bomb Threats across the area and measures the College may take to prepare for such incidents.
3. Preparations for the Governor's upcoming Affordability and Efficiency Report.
4. Preparations for the Ohio Department of Education's Low Enrollment Report.
5. President Dorey Diab conveyed his kudos to those members of the College Board of Trustees who attended the ACCT Leadership Congress and made presentations. Positive feedback was received on the good work and positive progress the College is making in addressing many of the challenges affecting colleges across the country in particular and higher education in general. In many of these areas, North Central State College is leading the way.

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 Dr. Dwight McElfresh and seconded by Mr. Matthew Smith and passing unanimously, the following items were approved:

A. Approval of Minutes for September 23, 2015 “Regular Meeting”

B. Consideration of Approval of Status Changes – R-2015-44

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2015-44

STATUS CHANGE

BE IT RESOLVED: by the Board of Trustees that the following staff member is hereby awarded the following status change:

BEGINNING September 27, 2015

Michelle Moore, Early Head Start Family Visitor

Explanation of Status Change: Salary adjusted to reflect Early Head Start wage structure.

C. Consideration of Approval of Employment of College Personnel – R-2015-45

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

R-2015-45

NEW HIRES

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

BEGINNING OCTOBER 5, 2015

Emily Herold, Nursing Faculty

Doctor of Nursing Practice, Duquesne University

SALARY: \$44,838

BEGINNING OCTOBER 15, 2015

Debbie Thomas, Family Visitor

LSW, Family Studies, University of Iowa

SALARY: \$10.93/hr

BEGINNING OCTOBER 26, 2015

Rhonda Breit, Urban Center Administrative Assistant

SALARY: \$12.19/hr

BEGINNING OCTOBER 26, 2015

Dustin Johnson, Custodian

SALARY: \$9.82/hr

BEGINNING NOVEMBER 2, 2015

Richard Huff, Custodian

SALARY: \$9.82/hr

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2015-45

Emily Herold was hired as Nursing Faculty to replace Erica Stevens.

Debbie Thomas was hired as Family Visitor to replace Kendall White.

Rhonda Breit was hired as Administrative Assistant at the Urban Center to replace Stacie Shoemaker.

Dustin Johnson and Richard Huff were hired as a custodians to cover the Eisenhower and Campus Recreation Center buildings.

REGULAR AGENDA

A. Treasurer's Report for September 30, 2015 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending September 30, 2015. He stated that revenues for the month totaled \$682,290. Expenditures were \$1,490,990 leaving a deficit of \$808,700. Year-to-date revenues totaled \$7,664,585. Year-to-date expenditures totaled \$3,729,522 leaving an excess of \$3,935,064. The Star Ohio month-end balance for September 2015 is \$468,018. Mr. Akakpo had no further special notes for this report. Dr. Dwight McElfresh inquired about the free tuition scholarship initiative. Mr. Akakpo addressed his question regarding combining scholarships toward that goal.

ACTION TAKEN: Mr. Steven Stone moved for approval of the Treasurer's Report for the period ending September 30, 2015. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Mrs. Linda Nelson welcomed Ms. Pamela Siegenthaler, Trustee of the OSU-Mansfield Board of Trustees and asked her for any insights or updates she'd like to share. Ms. Pam Siegenthaler thanked the board for this opportunity. She shared some highlights from the recent OSU-M Board meeting that included the following:

1. Fall enrollment was up slightly from the budgeted level although some was not paid yet. They are working on ending the year with a balanced budget despite no tuition increase.
2. The University lost some student enrollment due to housing. To help in this area and to support changing strategy, they will be constructing an additional housing facility that will add 200 more beds in the fall. This is good news as the 2nd highest area students are coming to OSU-M from is the Cuyahoga area and they need housing accommodations.
3. The parking and paving projects across campus will be wrapping up this week.
4. The development taking place in the wetlands area is about finished.
5. Custodian schedule changes have been positive.
6. The Eisenhower Marketplace is finished and worth a visit if you have not already seen the changes in the new area.
7. They have received a \$300K grant from the Department of Defense to establish a bridge for military families who travel abroad.
8. There are a host of activities scheduled for Veteran's Day throughout the day and into the evening including the ribbon-cutting for the new Veteran's Lounge & Study Area in Conard.
9. There was an article on Success written by Dr. Steve Gavazzi regarding Urban Myer.
10. They are planning for the spring Leader Richland activities that will include a Board of Trustees model session.

VIII. POLICY GOVERNANCE

A. Nominating Committee Report – Ms. Linda Nelson

Ms. Linda Nelson called for a report from the Nominating Committee. Matthew Smith, reported that while they are currently talking with a couple of promising candidates for consideration in filling the Crawford County vacancy, they hope to bring that candidate's name to the December meeting for consideration of approving the nominating committee's recommendation. At this time, however, the nominating committee submits a recommendation for consideration of approval for the reappointment of Dr. Dwight

McElfresh as a local appointment of Ashland County and Colonel Gary McCue as a governor appointment of Richland County.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Nominating Committee's recommendation for reappointment of Dr. Dwight McElfresh and Colonel Gary McCue to another term of service on the North Central State College Board of Trustees. Mr. Steven Stone seconded the motion and the motion was approved unanimously.

B. Discussion of Agenda Planning (IAW 02.72) – Ms. Linda Nelson

Ms. Linda Nelson recapped the **Owner Connections** activities and called for recent activities to share. Mr. Matthew Smith recapped owner connection activities with the Schillings Graphics Board regarding fundraising efforts for the Crawford 2020 and the Crawford Success Center. Dr. Dwight McElfresh recapped owner connection activities at the recent Ashland County Candidates' Forum noting that 3 or 4 of the candidates featured were graduates of the College.

C. Board Policy Governance Training (IAW 02.70) – Ms. Linda Nelson

1. Policy Governance Rehearsal Scenarios –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 Mr. Matthew Smith will be leading the rehearsal exercise for scenario 6.2 that asks "Does the Board Job Include Fundraising?" *In the scenario, Although fundraising is required in this organization, it has been delegated to the CEO. Some board members feel that they should be involved in planning and executing fundraising events or campaigns. Other board members feel that they could be helpful to the CEO and staff when fundraising activities take place but do not want to be in charge of fundraising. Still other board members feel that this is a responsibility that should not be part of the board job. What should the board 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 4.3, 4.4, & 4.5 will be led by Ms. Janet Pry.

IX. BOARD CHAIRPERSON REPORT- Mrs. Linda Nelson

A. ACCT Leadership Congress (October 14-17, San Diego, CA)

Ms. Linda Nelson called for reflections on the ACCT Leadership Congress from those who attended. She shared that she was intrigued by the presentations from other institutions on their implementation and experience with Policy Governance. Mr. Matt Smith shared information on the Crawford 2020 and shared his session on the Governance Institute on Student Success (G.I.S.S.) that highlighted Ohio as the first state to offer the G.I.S.S. He also added the observation that Ohio had a very low participation at the State reception as only six of the twenty-three OACC institutions attended the state reception. Dr. Dwight McElfresh shared his enjoyment of the information shared at the Mount Wachusett Community College Joint interaction. Mr. Steven Stone similarly commented on how he appreciated the update meeting on the Mount Wachusett Community College collaboration.

B. Chancellor's 2015 Trustee Conference (November 5th @ Columbus State CC)

Ms. Linda Nelson called for an account of those trustees attending the Chancellor's Trustee conference to be held on November 5th at Columbus State Community College. It was noted that this activity is a full day event. Those planning to attend included: Dr. Dorey Diab, Dr. Karen Reed, Mr. Koffi Akakpo, Ms. Elisabeth Morando, Mr. Matthew Smith, and Dr. Dwight McElfresh.

C. Employee Appreciation Awards Reception (December 3rd 3:00pm-5:00pm Kehoe 2nd Floor Ballroom)

Ms. Linda Nelson reminded trustees of the annual Employee Appreciation Event and encouraged all trustees to participate to the extent possible. Mr. Steve Stone conveyed his regrets that he would not be able to attend but conveys his appreciation for the positive impact and all the hard work being done by the campus community for the betterment of our service region.

D. Crawford Success Center Open House (December 3rd 6:00pm-8:00pm)

Ms. Linda Nelson called upon Dr. Dorey Diab to discuss the Crawford Success Center Open House. Dr. Diab explained that this event would be following the College Employee Appreciation event on December 3rd and would offer trustees an opportunity to enjoy and learn more about the facility.

E. Joint OSU-M/NCSC Board Gathering (December 17th 6:00pm – 7:30pm)

Ms. Linda Nelson reminded the board of the joint board meeting between OSU-Mansfield and NCSC on December 17th.

X. MEETING EVALUATION – Ms. Linda Nelson

Mrs. Linda Nelson called for discussion of today's meeting. Trustees thoroughly enjoyed the Alumni Spotlight featuring Ms. Kim Washington as well as the reports detailing the

development and progress of student lead activities delivered by Ms. Mackayla Cox and Mr. Brandon Glass. They also found the interaction with Ms. Pamela Siegenthaler of the OSU-M Board of Trustees informative and beneficial to the continued collaboration between the two institutions.

XI. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, December 2, 2015 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

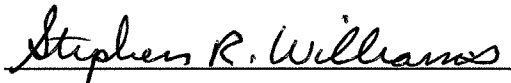
XII. ADJOURNMENT

The Chair called for any additional business requiring Board action.

Mr. Matthew Smith shared some recent articles of interest in the Wall Street Journal regarding Low Graduation Rates and Student Default Rates. He also shared an article in a trade magazine regarding MOOCS and the recent development and emphasis on Surgical Robots.

ACTION TAKEN: As there was no further business requiring the Board's consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 7:10 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Linda Nelson, Board Chair