

**North Central State College
Board of Trustees' Meeting
December 2, 2015**

I. CALL TO ORDER

The Chair, Ms. Linda Nelson called the meeting to order at 5:49 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
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 and Mr. Ross Justice, representing the Faculty; Ms. Makayla Cox, and Mr. Brandon Glass representing Phi Theta Kappa and Ms. Cassidy Smedley and Mr. Brandon Glass representing the Student Government Association. Mr. Scott Heimann was present representing the College Foundation

IV. FOCUS OF THE MEETING – Mrs. Linda Nelson

Ms. 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. The board will approve the consent agenda and will hear the Treasurer's Report for October 2015. The Board will consider the recommendation 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. AUDITOR’S REPORT – Plattenburg & Associates, Inc.

Mr. Greg Hughes thanked the Accounting offices and specifically Ms. Lori McKee for the preparation, cooperation, and professionalism they demonstrated throughout this audit process. Mr. Hughes explained the audit process they followed for this year’s audit. Mr. Hughes reported that this year’s audit does include a formal finding and will include a Management Letter of noncompliance in the area of Suspension and Debarment. Mr. Hughes also explained the new requirement that all colleges must comply with to include the institution’s net pension liability on all its employees to their Statement of Net Position (Balance Sheet).

Trustee, Dr. Dwight McElfresh commented on the addition of the pension liability amount on the College’s Balance Sheet.

ACTION TAKEN: Dr. Dwight McElfresh moved to approve the Audit Report for Fiscal Year 2015 as presented. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

VI. PRESIDENT’S REPORT – Dr. Dorey Diab

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

Phi Theta Kappa – Ms. Mackayla Cox

Ms. Makayla Cox delivered a PowerPoint presentation highlighting the activities of the Eta Theta Beta chapter of Phi Theta Kappa throughout the past year

Student Government Association/National Honor Society of Leadership and Success (Sigma Alpha Pi – SAP) – Ms. Cassidy Smedley and Mr. Brandon Glass

Ms. Cassidy Smedley reported on the activities of Student Government (SAP). Highlights included:

1. The SAP hosted a number of Leadership Broadcasts though the past year.
2. This year they once again hosted a holiday tree event.
3. They participated and contributed in the Feast of Love by donating \$150 plus offered assistance in packaging and delivering the meal boxes to various families.
4. Have organized and conducted several Success Networking Team (SNT) meetings throughout the year.
5. Are participating in Santa Clause letters to children.

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:

Special Events

The 16th Annual Scholarship Recipient and Donor Appreciation Luncheon, was held on Friday, November 6th. 138 attendees enjoyed hearing three student scholarship speakers talk about their personal educational experiences and their appreciation of the scholarships that they received. This year, David Cardwell, a benefactor and advocate for scholarships spoke about the importance of giving to scholarship funds. Ricky Branham, an alumnus of the College also shared his story and educational experience and how education impacted his life.

Crawford Success Center Open House December 3, 2015.

The North Central Ohio Hall of Excellence scheduled for April 22, 2016.

Emerald Club

The campaign goal is \$197,000, and we've secured around \$121,456 to date, compared to \$92,000 at this point last year.

General Announcements

- Secured \$100,000 from the S.N. and Ada Ford Foundation for scholarships benefitting health science students taking summer classes.
- Reactivated Alumni Advisory Board, and the Foundation Board approved to include the President of the Alumni Board as a voting member of the Foundation Board.
- The NCSC Foundation raised \$9,925 directly from **Richland Gives** which was the highest amount in the county. The Richland County Foundation will be contributing \$1,500 as well as a prize for being the top fundraising organization. This is all in addition to the \$10,000 match from NCSC alumnus, Chuck Hahn.
- In the process of completing a three-year strategic plan for relieving the NCSC Foundation of its current deficit.
- **Thanksgiving cards** were mailed to donors and friends.

C. Book and Activity Discussion – Redesigning America’s Community Colleges.

Dr. Dorey Diab explained that the redesign of America’s Community Colleges is receiving both a state and national focus. There are two schools of thought on this topic. One is the Pathway Model (which is the new model most are emphasizing and trying to push for) and the Cafeteria Model that is currently in place. The Pathway Model has a focus on achieving success based on a pathway to a career field. The book describes a process of redesign from cradle to grave for consideration. An analysis of the principles outlined in the book by the College Staff and Faculty as well as the governing body may help lead to the development of new ways of thinking to bring North Central State College into a new era of higher education delivery. To that end, it is recommended that the Board consider having trustees present a different chapter at each of the upcoming meetings as part of a guided discussion. The Board agreed to embark on the venture. Ms. Linda Nelson called for volunteers to get the endeavor started by leading the discussion for chapter 1 at the January meeting. Dr. Dwight McElfresh and Ms. Elisabeth Morando volunteered to carry out that task.

D. Other

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

1. An update of current grant activity as well as a review of recent grant awards totaling over six million dollars this past year. Kudos to Mr. Sam Renfroe for his efforts at attainment and to Ms. Michele Schaad for her efforts in Grants Management, Accounting, and Reporting.
2. Update on recent activity in the OSU collaboration regarding shared services.
3. OACC Presidents meeting discussion on the development of the Capital Bill, on which committee Dr. Diab is but one of four presidents from the two-year sector serving on that state committee that is appointed by the Governor and the Chancellor.
4. The Chancellor’s Trustees meeting focused on Affordability and Efficiency. Plans are to be developed and reviewed every five years due by January. The Low Enrollment Report will require action to answer the question of each institution as to “What are you doing”?
5. Dr. Diab announced that the College and the College Foundation have received the 2015 Salvation Army “Making a Difference” Award.
6. Dr. Diab conveyed messages of Thanks! From many across the College to the Board of Trustees for the \$20 Gift Card at Thanksgiving. To some it may have seemed a small gesture but for many it was a sincere gesture of appreciation that was meaningful and much appreciated.

VII. 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 October 28, 2015 “Regular Meeting”

B. Consideration of Approval of Employment of College Personnel – R-2015-46

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL R-2015-46

NEW HIRES

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

BEGINNING NOVEMBER 30, 2015

*Famico Williams, Career Development Coach TAACCCT
Mt. Vernon Nazarene University, BBA, Business Administration
SALARY: \$40,000*

BEGINNING DECEMBER 1, 2015

*Brenda Shone, Family Visitor
NCSC, Associate of Applied Science, Early Childhood Education
SALARY: \$10.21/hr.*

BEGINNING JANUARY 11, 2016

*Ted Chapman, Occupational Therapy Assistant Faculty/ Program Director
Trident University International, M.S., Clinical Research Administration
SALARY: \$43,018*

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2015-46

Famico Williams was hired as Career Development Coach as Linda Hess was moved to TAACCCT Director.

Brenda Shone was hired as Family Visitor to replace Senecca McCoy.

Ted Chapman was hired as OTA Faculty/Program Director to replace Ann Davies.

REGULAR AGENDA

A. Consideration of Approval of North Central State College “Tuition Freedom” Scholarship Program to Waive Tuition for Students Selected for the Program
– R-2015-47 – Dr. Dorey Diab/Mr. Koffi Akakpo

CONSIDERATION OF APPROVAL OF NORTH CENTRAL STATE COLLEGE “TUITION FREEDOM” SCHOLARSHIP PROGRAM TO WAIVE TUITION FOR STUDENTS SELECTED FOR THE PROGRAM

R-2015-47

WHEREAS, North Central State College (NCSC) wishes to increase course and degree completions and to provide opportunities for qualified students to attend college full-time without financial barriers.

WHEREAS, the administration has recommended the North Central State College “Tuition Freedom” Scholarship Program annually provide a tuition waiver covering tuition only in an amount up to \$5,385.6 per year (up to 36 credit hours each year) to eligible graduating students from partnering high schools. Eligibility will be based on prior successful completion of at least six College Credit Plus (CCP) credits at NCSC and/or Career Technical credits that articulate to NCSC. Including college or articulated credits completed during high school, the scholarship student shall be eligible for up to 64 total waived credit hours from NCSC.

WHEREAS, under this scholarship model, NCSC anticipates approximately 100 entering students each academic year will have the opportunity to further their education.

WHEREAS, any federal, state or private monies granted to the student based on need or talent intended to help pay tuition shall be applied to the bill first.

WHEREAS, NCSC’s initial goals related to the “Tuition Freedom” scholarship program include the following: encouraging local students to aspire to academic excellence and workforce preparedness by completing a major certificate in one year or associate’s degree in two years; and, encouraging local students to transition to the workforce or to a four-year college program.

WHEREAS, administration has recommended that the scholarship be awarded by the North Central State College Scholarship Committee consisting of NCSC staff. In determining eligibility, the Committee will evaluate CCP transcripts of its high-school based students, as well as applications and transcripts for students with other potential applicable credits. Students must maintain successful NCSC full-time status (12-18 hours) and have a 2.5 cumulative GPA to remain eligible for the scholarship. All students who meet the minimum qualifications will receive the waiver.

WHEREAS, NCSC proposes that the duration of the tuition waiver for the scholarship program be academic year 2016-17. NCSC shall annually review the academic and financial impacts of the

scholarship to determine continuance or adjustment of the scholarship for future graduating high school cohorts.

WHEREAS, *the impact and success of this scholarship program will be reviewed annually.*

WHEREAS, *§375.30.30 of Am. Sub. H.B. 119 of the 127th General Assembly required any waiver of tuition for a student or class of students not otherwise permitted by law at a state-assisted institution of higher education be approved by the Chancellor of the Ohio Board of Regents (the "Chancellor"), and on April 17, 2009, the Chancellor signed OBR Directive 2009-011 establishing procedures for institutions to follow when requesting to waive standard tuition rates.*

WHEREAS, *§369.180 of Am. Sub. H.B. 64 of the 131st General Assembly continues the authority of the Chancellor for the upcoming biennium.*

WHEREAS, *consistent with the procedures set forth in OBR Directive 2009-011 NCSC will submit a tuition waiver request to the Chancellor of Higher Education.*

NOW, THEREFORE, BE IT RESOLVED, *that the NCSC Board of Trustees does hereby approve the NCSC Scholarship Program for the 2016-2017 academic year;*

BE IT FURTHER RESOLVED *that as required by law, the administration will seek approval from the Chancellor of Higher Education for a tuition waiver relative to the NCSC Scholarship Program.*

ACTION TAKEN: Mr. Steven Stone moved for approval of the Tuition Freedom Scholarship Program. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

B. Treasurer's Report for October 31, 2015 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending October 31, 2015. He stated that revenues for the month totaled \$760,566. Expenditures were \$1,509,941 leaving a deficit of \$749,375. Year-to-date revenues totaled \$8,425,151. Year-to-date expenditures totaled \$5,239,463 leaving an excess of \$3,185,688. The Star Ohio month-end balance for October 2015 is \$418,093. Mr. Akakpo had no further special notes for this report. Dr. Dwight McElfresh inquired about the effect of the new reporting requirement and how will trustees be able to recognize trends from the financial reports moving forward. Discussion ensued. Following the discussion, the Board requested that Mr. Akakpo expand the Treasurer's Report and Dashboard Analysis Tools to include the tracking of monthly cash flow as one measure to help trustees better recognize financial condition and positive financial activity.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Treasurer's Report for the period ending October 31, 2015. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

VIII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Mrs. Linda Nelson reported that Mr. Dave Daniels of the OSU-M Board of Trustees would be unable to join us this however, NCSC Trustee, Dr. Dwight McElfresh attended the November 19th meeting of the OSU-M Board of Trustees and will provide some highlights. Dr. McElfresh reported the following highlights:

1. The OSU-M Board had five positions up for reappointment including the appointment of a new Student Trustee.
2. Their golf outing fundraiser will take place on June 10th.
3. They were able to raise \$50,000 among Board members for scholarships
4. They reported on the successful opening of the new Veterans Lounge with kudos to NCSC Trustees Steve Stone and Pamela Mowry for their role in serving Veterans.
5. Brian White and Larry Stimpert were given kudos for their roles on the campus paving project.
6. The Wetlands Project is now complete.
7. An expansion project will bring 100 additional beds to the student apartments for next fall.
8. OSU-M currently has 1,235 students enrolled for the fall term.
9. There is a joint campus committee established regarding the shared services committee. The committee is to study the impact on campuses in consolidating some common services.
10. OSU Provost Steinmetz is going to Arkansas. The new provost will be coming from ACI.

IX. POLICY GOVERNANCE

A. Nominating Committee Report – Ms. Linda Nelson

Ms. Linda Nelson called for a report from the Nominating Committee. Matthew Smith, reported that after talking with a couple of promising candidates, both quite capable of being good representatives for the Crawford County area, the nomination committee recommends Mr. Roger Miller for consideration of approval.

ACTION TAKEN: Mr. Matthew Smith moved for approval of the Nominating Committee's recommendation for appointment of Mr. Roger Miller of Bucyrus to fill the vacancy that will be created when Ms. Edith Humphrey leaves the Board on January 16th. Ms. Janet Pry seconded the motion and the motion passed 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. Dr. Dwight McElfresh reported on his recent meeting with Dr. Campo, the new president of Ashland University regarding connections with North Central State 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 Dr. Dwight McElfresh will be leading the rehearsal exercise for scenario 3.10 that asks "We Like and Trust Our CEO: Isn't That Governacee?" *In the scenario, A board hired a CEO who was formerly the board chair and is a close personal friend of many board members. CEO actions that appear noncompliant with policy are rarely questioned, and when some board members raise concerns, the majority response is that "we trust her." What should the concerned board members 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 4.6, 4.7, & 4.8 will be led by Ms. Linda Nelson. Following the review, Ms. Nelson suggested a review of indicators based on the requirements of the new accounting system (i.e. how the reserve and the composite ratio may be impacted by the changes)

X. BOARD CHAIRPERSON REPORT- Mrs. Linda Nelson

A. Follow-up from Chancellors 2015 Trustee Conference (November 5th)

Ms. Linda Nelson called for reflections from the Chancellor's Trustee Conference. Both Dr. Dwight McElfresh and Mr. Matthew Smith commented that the emphasis was on Affordability and Efficiency and that these topics needed to be part of a future board agenda for further discussion and consideration. Dr. McElfresh noted his disappointment that there were no educators on the discussion panel. He did however attend a group discussion on textbook affordability. Mr. Matthew Smith reported on discussions of

Board Responsibilities, Policy Reform, and making financial literacy part of the curriculum. It was noted that there would be action required from each Board of Trustees regarding these matters by July 1, 2016. These would be included in upcoming agendas for the board's discussion.

B. OACC Governing Board Meeting (December 8, 2015)

Ms. Linda Nelson noted the upcoming OACC Governing Board meeting. To this point our Voting Delegate, Mr. Matthew Smith is unsure of his ability to serve. In the event of a conflict, Ms. Edith Humphrey is currently serving as the Alternate Voting Delegate. With her impending departure from the Board, Ms. Nelson deemed it prudent and desirable to Ms. Humphrey to appoint a new Alternate Voting Delegate. To that end, Ms. Linda Nelson thanked Ms. Humphrey for her years of service as the Board's Alternate Voting Delegate and relieved her of that duty by appointing Dr. Dwight McElfresh to assume that role should he be called upon to represent the Board in the absence of the primary voting delegate. Dr. Dwight McElfresh accepted the appointment and stated that he would be on the ready should he be called upon to serve at the December 8th meeting.

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.

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

Ms. Linda Nelson reminded trustees of the Crawford Success Center Open House that 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.

F. Other Items for the Good of the Order

Mr. Matthew Smith shared some magazine articles on current issue regarding:

1. Student debt relief program – Pay as you learn
2. Unrest with students regarding issues of having a safe place to learn (ie. Oklahoma Westlyn)

Dr. Dorey Diab added that Conceal Carry on Campus will be an upcoming issue for Board consideration in the coming months.

XI. MEETING EVALUATION – Ms. Linda Nelson

Mrs. Linda Nelson called for discussion of today’s meeting. Trustees noted that the auditor’s report gave good explanations. The Board conveyed their appreciation and kudos to the student representatives for a good presentation and their detailed report. The Board expressed their desire to return to full attendance whenever possible in order to maintain momentum and cohesiveness.

XII. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, January 13, 2016 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

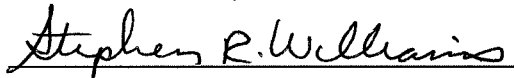
XIII. ADJOURNMENT

The Chair called for any additional business requiring Board action.

Dr. Dwight McElfresh introduced the growing concern at institutions of higher education for suicide prevention that suggested the need to provide training and to conduct a review of current policy on the matter.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 7:49 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Linda Nelson, Board Chair