

**North Central State College  
Board of Trustees' Meeting  
April 27, 2016**

**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:**

Mr. Gary McCue  
Dr. Dwight McElfresh  
Mr. Roger Miller  
Ms. Elisabeth Morando  
Ms. Linda Nelson  
Ms. Janet Pry  
Mr. Matthew Smith  
Mr. Steven Stone

**Absent:**

Ms. Pamela Mowry

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Dr. Karen Reed and Ms. Lori McKee (representing Mr. Koffi Akakpo); Ms. Margaret Puckett was present representing the Faculty; Mr. Scott Heimann was present representing the College Foundation; Ms. Barb Keener and Ms. Ms. Riley Eick were present representing PTK/SAP, and Ms. Pam Siegenthaler was present representing The Ohio State University Advisory Board.

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

**A. Phi Theta Kappa (PTK) and Sigma Alpha Pi (SAP) Updates**

Dr. Dorey Diab introduced Ms. Riley Eick to provide the reports for PTK and SAP. Ms. Eick's reports were as follows:

### Sigma Alpha Pi (SAP)

- Inducted 60 members into the society two Sunday's ago
- We had well over 200+ guests show up for the ceremony
- We compiled all of the hours each member put toward community service and it totaled over 600 hours.
- Mentorship Program was given the go ahead to continue next year. SAP & PTK will be working together to improve some of the program.
- Looking into leadership conference for members to attend in the summer.

### Phi Theta Kappa (PTK)

- Inducted roughly 20 members on Sunday
- Had a great turn out. The regional president, Brenda Jarvis, came and spoke to our new inductees about all of the wonderful opportunities PTK has to offer. We also had a guest speaker, Dr. Pogo from OSU-Mansfield, attend and talk to the students about leadership, knowledge, and wisdom.
- PTK is having another annual raffle, this year it features a wishing well that was donated by one of the tutors here at North Central.
- Leadership in Action conference will be coming up in July, in which we plan on attending

### Collaboration

- Ontario 4<sup>th</sup> of July Fireworks Festival
  - o SAP & PTK will be working together over the next few months to solicit donations from local businesses in conjunction with the City of Ontario.
  - o We will be sending letters this week and then the week following finals, teams will be sent out to talk to local business owners about contributing to the 4<sup>th</sup> of July festival.
  - o Miss Ontario Pageant will also be another collaboration between PTK and SAP, in which we will be soliciting donations for and volunteering as well.

### **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**

**North Central Ohio Hall of Excellence benefitting the North Central State College Foundation – April 22, 2016**

231 attendees joined the North Central State College Foundation to celebrate the induction of Janet Pry and Tom Brennan into the North Central Ohio Hall of Excellence.

Net proceeds of the event are estimated to be \$22,712. An anonymous donor has agreed to match the proceeds dollar for dollar for an estimated total of \$45,424. The exact proceeds number will be finalized in the coming weeks. Proceeds have been designated to support student scholarships.

### **2016 Graduate Picnic hosted by the NCSC Alumni Association – May 5, 2016 11:30am**

The North Central State College Alumni Association will host its annual Graduate Picnic again the day before commencement. For the first time, the Foundation has solicited and secured a sponsor for the event, Graham Chevrolet, which will underwrite nearly 100% of the event's expenses.

All College and Foundation Board members are invited and encouraged to attend, free of charge, as we celebrate the success and accomplishments of the 2016 graduates.

### **Emerald Club**

Our Emerald Club 2016 annual campaign was launched back in September with requests being made to our top level investors from 2015. We're connected with past Emerald Club donors, potential donors, College & Foundation Board members and sub-committee members, a larger donor list, and employees. Information on contributing to Emerald Club was also included in the alumni newsletter that was mailed out to over 10,000 alumni the in November and February.

Our campaign goal is \$197,000, and as of April 19, 2016 we have **\$300,584.23** raised/pledged. The breakdown of Emerald Club dollars is as follows:

Sponsorships (which include Hall of Excellence, Graduate Picnic, Alumni Newsletters) = \$53,000

Scholarships: \$135,550.34

Unrestricted/Greatest Need: \$94,988.89

Hall of Excellence

Tickets Purchased: \$15,125

Misc. Donations: \$1,920

The 2016 Top Level Investors are: Cleveland Financial Group – Chuck Hahn, Russell and Mary Gimbel Foundation, The Gorman Rupp Company, Jay Industries, Inc., Mechanics Bank (a new top level investor this year), Milliron Industries, Inc., PR Machine Works, Phillips Manufacturing & Tower Company, Richland Bank, Taylor Metal Products.

The employee phase of the campaign has been completed with a 9% growth from the previous year, up to 38%. Although, definite room for improvement, the number is trending in the right direction.

### **General Announcements**

The Foundation is completing the FY2017 budget, which includes significant cuts to operating budgets in an effort to diminish the existing operating deficit the Foundation has been carrying for the past few years. Planning and establishing fundraising goals and priorities for FY2017 is beginning as well.

### **Next dates for calendars:**

- **May, 2015**
- Graduate Picnic – 5-5-16
- Resource Development – 5-5-16
- Quarterly Board – 5-19-16

### **C. Campus Emergency Response Training**

Dr. Dorey Diab reported on the recent campus emergency response training he attended with others from the campus. The training that involved learning from potential emergency response community partners was carried out at OSU Wooster and focused on establishment of a communication plan on campus in the event of a crisis. The overall objective of the training was to bring the training to the grassroots level to enhance campus preparedness.

### **D. Capital Funding Projects and Composite Score**

Dr. Dorey Diab explained that of the \$425M set aside for state capital funding, \$101.5M is to be allocated for all of Ohio's 23 community colleges. Of that amount \$1.995M is proposed to come to North Central State College for three projects. Projects slated for funding include: repair of the Kehoe Center roof, Information Technology infrastructure development as well as security cameras. The funding also included projects for which the College will serve as the community financial agent. Those projects included building renovation at Ashland West-Holmes Career Center, the brickyard community event area in the parking lot behind the Urban Center, and the development of a Manufacturer's Museum.

Dr. Diab also explained the impact of incorporating the new GASB 6038 accounting requirement and its effect on moving our composite score from 3.7 to 4.0.

### **E. Other**

Achieving the Dream Coaches Visit – Dr. Diab reported that the recent visit by the Achieving the Dream coaches, Dr. Eileen Baccus and Ms. Jacki Stirn, concluded with only good things to report. Dr. Diab conveyed kudos to all those involved in making the visit such a success.

AACC Pathways Preconference & TAACCCT3 Presentation – Dr. Diab recapped the highlights of the Pathways training they participated in as part of the AACC Preconference session on Guided Pathways and explained that Ohio is conducting similar training for the 23 Ohio two-year colleges on our campus on April 28<sup>th</sup>. Dr. Diab also recapped the highlights of the AACC presentation he was part of as part of our involvement with the TAACCCT3 Grant.

Dr. Diab explained the work of the Student Success Leadership Institute (SSLI) and their work to review college policies to ascertain gaps and strengthen policy.

## **V. 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 Ms. Janet Pry and passing unanimously, the following items were approved:

#### **A. Approval of Minutes for March 23, 2016 “Regular Meeting”**

#### **B. Consideration of Approval of Employment of College Personnel – R-2016-17**

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

#### ***R-2016-17***

#### **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 APRIL 5, 2016***

*Karie Whitaker, Part-Time Teacher Assistant*

*SALARY: \$9.15/hr.*

#### ***EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2016-17***

*Karie Whitaker was hired as a part-time teacher assistant to replace Haley Petrie.*

**REGULAR AGENDA**

**A. Consideration of Approval Nominations for the 2016 Association of Community College Trustees (ACCT) Equity Awards – R-2016-18 – Dr. Dorey Diab**

**CONSIDERATION OF APPROVAL OF NOMINATIONS  
FOR THE 2016 ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT)  
EQUITY AWARDS**

**R-2016-18**

***WHEREAS:** the Board of Trustees of North Central State College believe it is fitting and proper to recognize the outstanding efforts and contributions of individual trustees, College Faculty and Staff when appropriate, and*

***WHEREAS:** such recognition for special service to the college and the community can be bestowed through nomination for state, regional and national awards, as such opportunities arise.*

***NOW, THEREFORE BE IT RESOLVED:** that the North Central State College Board of Trustees, takes pleasure in submitting the following nominations for the 2016 ACCT Equity Awards: Mr. Stephen R. Williams for the Professional Board Staff Member Award and, Dr. Dorey Diab for the Chief Executive Officer Award.*

***BE IT FURTHER RESOLVED:** that the Board authorizes Board Chair, Linda Nelson to cause the associated letters of support to be written on behalf of the North Central State College Board of Trustees.*

**ACTION TAKEN:** Dr. Dwight McElfresh moved for approval of resolution R-2016-18 Consideration of Approval of Nominations for the 2017 ACCT Equity Awards. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

**B. Treasurer’s Report for March 31, 2016 – Ms. Lori McKee**

Ms. Lori McKee presented the Treasurer’s Report for the period ending March 31, 2016. She stated that revenues for the month totaled \$729,977. Expenditures were \$1,669,930 leaving a deficit of \$939,953. Year-to-date revenues totaled \$16,161,160. Year-to-date expenditures totaled \$11,831,906 leaving an excess of \$4,329,254. The Star Ohio month-end balance for March 2016 is \$2,019,261. Ms. McKee described the trends that the new Tracking of Monthly Cash Flow feature as well as the dashboard indicator demonstrates. Ms. McKee had no further special notes for this report.

**ACTION TAKEN:** Mr. Matthew Smith moved for approval of the Treasurer's Report for the period ending February 29, 2016. Mr. Roger Miller seconded the motion and the motion carried unanimously.

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

Board Chair, Mrs. Linda Nelson introduced Ms. Pamela Siegenthaler of the OSU-M Advisory Board and gave her the floor for some remarks. Ms. Siegenthaler offered some of the highlights from the March 17<sup>th</sup> meeting of The Ohio State University at Mansfield Board meeting. Highlights included:

1. Latest developments on the Campus District.
2. Renee Thompson to begin her new position at the University.
3. The Eco Lab is expanding and looking for new classes.
4. The University will have no tuition increase or fee increase for the coming year.
5. There has been a request from the campus apartments for the Library to be open on Sundays.
6. There will be an Associate of Arts recognition event on June 3<sup>rd</sup>.
7. Cindy Wood began her new position on the Mansfield Campus a week ago from Monday.
8. April 18 at 12:45pm will see the dedication of the new Wetlands and Outdoor Classroom areas. Grant and Mary Milliron will be recognized for their contributions to this accomplishment.
9. The Ohio State University will hold their graduation ceremony on May 5<sup>th</sup>. Leadership Richland this spring will see hundreds of junior high school students participating across three days. The OSU-M Advisory Board have come together to offer a series of sessions regarding Volunteerism.
10. The OSU-M Advisory Board is developing a fundraising Golf/Dinner Event that will be held on June 10<sup>th</sup> at the Oak Tree Golf Course in Ontario. Funds will go toward the funding of the Board's Scholarship Fund.
11. There will be a downtown event held on August 27<sup>th</sup>.

## **VII. POLICY GOVERNANCE**

### **A. Nominating Committee Report – Ms. Linda Nelson**

Ms. Linda Nelson called upon Mr. Matthew Smith to offer a nominating committee report. Mr. Smith reported that the committee has reached out to three candidates. Of the three candidates, one has declined, one has been very inquisitive, and they are still awaiting a response from the third. The committee agreed to reach out to some other candidates if the search warrants further prospecting.

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

Ms. Linda Nelson recapped the objectives of **Owner Connections** activities and called upon trustees for recent activities to share.

Dr. Dwight McElfresh reported on a recent article in the newspaper for National Nurses Month that featured NC State Nursing graduate, Dan Simmons who works at one of the local nursing homes and was reacquainted with one of his former instructors, Ms. Fran Beanie.

Mr. Matthew Smith shared an article from the Wall Street Journal that discussed impending changes with Nurse Licensing.

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

1. Board Chair, Ms. Linda Nelson called for a follow-up from the March discussion on whether annual ethics training could somehow be a part of their meeting activity in order to assist Trustees in meeting this annual requirement. Dr. Dorey Diab responded that due to the low number of potential attendees, the Ethics Commission could not deliver training at an individual Board meeting however, they offered some alternatives that included becoming a regional training site or joining another regional training site among other options.
2. Policy Governance Policy Review – training continued with a review, refresher, and reassessment of current Policy Governance policies. The guided discussion and review of policy governance policies 2.6, 2.7, 2.8, and 2.5 was led by Mr. Matthew Smith. Following the discussion of policy 2.75, both Ms. Nelson and Dr. McElfresh recalled the review from last year that called for a change of the CEO Evaluation to be decided by the end of August versus the month of April as stated in the policy. The Board Secretary indicated that a policy revision resolution will be brought to the board for consideration of approval at the May Regular Board meeting.
3. Book Review (Redesigning America’s Community Colleges) – Dr. Dwight McElfresh & Ms. Janet Pry - Chapter 4 – Helping Underprepared Students & Chapter 5 – Engaging Faculty and Staff.



Mr. Roger Miller and Ms. Linda Nelson agreed to lead the May 25<sup>th</sup> discussions of chapter 6 and the Conclusion.

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

### **A. 2016 Financial Disclosure Statement Filing Deadline – May 16, 2016**

Ms. Linda Nelson thanked all trustees for submitting their financial disclosure statements by the prescribed deadline.

### **B. BOT June Regular Meeting and Annual Planning Retreat (June 22<sup>nd</sup>)**

Ms. Linda Nelson called for a discussion of the June meeting and Annual Planning Retreat. Dr. Dorey Diab explained that the June 22<sup>nd</sup> Regular meeting will take place from 4:00pm to 5:00pm. Following a short break, the Annual Planning Retreat will take place immediately following the regular meeting around 5:00pm and will run to around 8:00pm. Dr. Diab explained that an agenda of activities is currently being drafted and called for input from the Board on their expectations for the retreat. Dr. Diab stated that he will bring a draft agenda to the May meeting for the Board's discussion and revision as appropriate.

### **C. OACC 2016 Annual Conference and Excellence Awards (June 9-10, Dayton)**

Ms. Linda Nelson called for a discussion of the 2016 OACC Annual Conference and Excellence Awards taking place on June 9-10 at Sinclair Community College in Dayton, OH. Dr. Dorey Diab explained that while the agenda is not yet published, it will be soon so trustees can review the activities and make decisions on their level of participation. The Secretary to the Board will process registrations once trustees convey their intentions.

### **D. Leader Richland Participation**

Ms. Linda Nelson thanked Mr. Roger Miller, Ms. Janet Pry, and Ms. Elisabeth Morando for agreeing to head discussions as part of the Leadership Richland activities.

### **F. 2016 ACCT Leadership Congress**

Board Chair, Ms. Linda Nelson called for a confirmation of those planning to attend the 2016 ACCT Leadership Congress. Details of pending registrations and other logistics was discussed.

**G. Alumni Association Graduate Picnic (May 5<sup>th</sup>) and Commencement (May 6<sup>th</sup>)**

Ms. Linda Nelson reminded Trustees of the upcoming Alumni Association Picnic and Graduation ceremony and called for discussion. The Secretary to the Board, Mr. Stephen Williams, distributed passes for designated seating for those trustees and their guests who were expecting to attend the Commencement Exercises.

**H. Follow-up on North Central Ohio Hall of Excellence (April 22<sup>nd</sup>)**

Ms. Linda Nelson called for impressions of the event from those Trustees who attended the event and again issued Ms. Janet Pry a hearty congratulation for her recognition and induction into the NCO Hall of Excellence.

**IX. MEETING EVALUATION – Ms. Linda Nelson**

Mrs. Linda Nelson called for discussion of today’s meeting. Trustees noted that they were impressed with the good discussion relative to the book review and were especially impressed and pleased with the level of group participation. Trustees also conveyed their kudos to Ms. Lori McKee for her delivery of the March Treasurer’s Report.

**X. TIME AND PLACE OF NEXT MEETING**

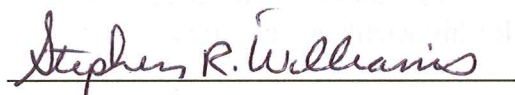
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, May 25, 2016 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

**XI. ADJOURNMENT**

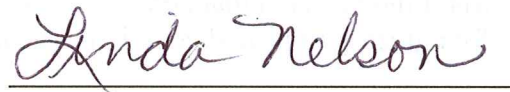
The Chair called for any additional business requiring Board action.

**ACTION TAKEN:** As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 7:19 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Linda Nelson, Board Chair