

**North Central State College
Board of Trustees' Meeting
June 22, 2016**

I. CALL TO ORDER

The Chair, Ms. Linda Nelson called the meeting to order at 4:06 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 Secretary, Mr. Stephen Williams called the roll.

Present:

Dr. Dwight McElfresh
Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Ms. Janet Pry
Mr. Matthew Smith
Mr. Steven Stone (4:55pm)

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Dr. Karen Reed and Mr. Koffi Akakpo; Ms. Margaret Puckett was present representing the Faculty; Mr. Scott Heimann was present representing the College Foundation; and Ms. Teresa Purtiman was present representing The Ohio State University Board of Trustees

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

A. 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 reported that the outgoing Chair of the Foundation Board, Mr. Mark Kreinbihl has agreed to stay on to serve as the Interim Chair until a successor is named. The next meeting of the Foundation Internal Relations Committee will be held on July 21st where a suitable course of action will be discussed. Powering the Journey Campaign pledge reminders were mailed out in hopes of gaining some of those outstanding pledges.

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 Ms. Pamela Mowry and seconded by Dr. Dwight McElfresh and passing unanimously, the following items were approved:

A. Approval of Minutes for May 25, 2016 “Regular Meeting”

B. Consideration of Approval of Status Change – R-2016-21

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2016-21

STATUS CHANGE

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

BEGINNING July 1, 2016

Amanda Kaltenbaugh, Assistant Director, Financial Aid

SALARY: \$36,092.57 to \$40,000.00

Explanation of Status Changes:

Amanda’s roles and responsibilities have changed, therefore, her title was changed from Financial Aid Advisor to Assistant Director, Financial Aid.

C. Consideration of Approval of Employment of College Personnel – R-2016-22

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

R-2016-22

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 MAY 31, 2016

Sara Marchak, ADN Nursing Faculty

Master of Science in Nursing, Walden University

SALARY: \$41,605.00

BEGINNING JULY 5, 2016

Brenda Shone, Family Visitor

Associate Degree in Applied Science Early Childhood Education, NCSC

SALARY: \$10.21/hr

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2016-22

Sara Marchak was hired to replace Teresa Webb as ADN Nursing Faculty.

Brenda Shone was part-time Family Visitor and moved to full-time Family Visitor.

REGULAR AGENDA

A. Treasurer’s Report for May 31, 2016 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer’s Report for the period ending May 31, 2016. He stated that revenues for the month totaled \$744,515. Expenditures were \$1,416,514 leaving a deficit of \$671,999. Year-to-date revenues totaled \$17,605,212. Year-to-date expenditures totaled \$14,601,340 leaving an excess of \$3,003,872. The Star Ohio month-end balance for May 2016 is \$2,020,905. Mr. Akakpo described the trends that the Tracking of Monthly Cash Flow feature as well as the dashboard indicator demonstrates. Mr. Akakpo highlighted the CCP write-off as well as the shared service expense that had not yet been paid to OSU-M. Ms. Pamela Mowry inquired about the finalization of the NCSC/OSUM Memorandum of Understanding. Dr. Dorey Diab explained that the agreement was still a work in progress.

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of the Treasurer’s Report for the period ending May 31, 2016. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

B. Consideration of Approval of 2016-2017 Budget – R-2016-23 – Dr. Dorey Diab/Mr. Koffi Akakpo

**CONSIDERATION OF APPROVAL OF
2016-2017 OPERATING BUDGET**

R-2016-23

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2016-2017 Operating Budget, and*

WHEREAS: *the Board of Trustees acknowledges that the allocation of payroll expenditures includes a one percent increase in compensation for all full-time faculty and staff and part-time*

staff that is to be delivered as a one percent increase applied to the employee's base on the effective date, and

WHEREAS: *the Board of Trustees approves the income and allocation of payroll and non-payroll expenditures of this budget.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the 2016-2017 Operating Budget of the College is hereby adopted as presented.*

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of 2016-2017 Operating Budget. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

C. Consideration of Approval of College Personnel Employment Contracts
– R-2016-24 – Dr. Dorey Diab/Mr. Koffi Akakpo

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

R-2016-24

BE IT RESOLVED: *by the Board of Trustees that the following College personnel are hereby awarded employment agreements at the salary and dates stipulated in accordance with the previously approved 2016-2017 budget under Resolution 2016-23*

ACTION TAKEN: Ms. Pamela Mowry moved for approval of resolution R-2016-24 Approval of College Personnel Employment Contracts. Mr. Roger Miller seconded the motion and the motion carried unanimously.

D. Consideration of Approval of College Completion Report Update
– R-2016-25 – Dr. Dorey Diab/Mr. Koffi Akakpo

**CONSIDERATION OF APPROVAL OF
CAMPUS COMPLETION PLAN UPDATE
FOR NORTH CENTRAL STATE COLLEGE**

R-2016-25

WHEREAS: *Completion plans provide a continuous improvement framework that can allow campuses to identify and implement strategies to increase the number and percentage of students earning meaningful postsecondary credentials, and*

WHEREAS: House Bill 59 called for each public college and university to submit a campus completion plan that was approved by their board of trustees to the Chancellor by June 30, 2014, and

WHEREAS: The legislation further states that these plans are to be updated every two years.

NOW, THEREFORE BE IT RESOLVED: by the Board of Trustees that the following update to the College's Campus Completion Plan for 2016 is hereby approved.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2016-25 Approval of College 2016 College Completion Report. Ms. Janet Pry seconded the motion and the motion carried unanimously.

E. Consideration of Approval of the 2015-2016 Efficiency Report
– R-2016-26 – Dr. Dorey Diab/Mr. Koffi Akakpo

**CONSIDERATION OF APPROVAL OF
2016 REPORT OF EFFICIENCY REVIEW AND IMPLEMENTATION PLANS FOR
NORTH CENTRAL STATE COLLEGE**

R-2016-26

WHEREAS: In the early part of 2015, Gov. John R. Kasich created the Ohio Task Force on Affordability and Efficiency to make recommendations to Ohio's institutions of higher education based on three simultaneous principles,

- 1) to be more efficient both in expense management and revenue generation
- 2) while offering an education of equal or higher quality
- 3) decreasing costs to students and their families, and

WHEREAS: In October 2015, the Task Force issued a report with ten recommendations to advise institutions on efficiency and academic practices which will improve both the quality of education and lower costs for students, and

WHEREAS: House Bill 64 (Section 369.550) requires each institution's board of trustees to complete an efficiency review, based on the Task Force's recommendations, by July 1, 2016, and

WHEREAS: the board of trustees is required to submit their findings and implementation plans to the chancellor within 30 days, or by August 1, 2016.

NOW, THEREFORE BE IT RESOLVED: by the Board of Trustees that the following report of efficiency review and implementation plans is hereby approved for submission to the Chancellor, Ohio Department of Higher Education as required.

ACTION TAKEN: Mr. Matthew Smith moved for approval of resolution R-2016-26 College 2015-2016 Efficiency Report. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

VI. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Mrs. Linda Nelson introduced Ms. Teresa Purtiman of the OSU-M Board of Trustees and gave her the floor for some remarks. Ms. Purtiman offered some of the highlights from the March 17th meeting of The Ohio State University at Mansfield Board of Trustees meeting. Highlights included:

1. Dr. Stephen Gavazzi has been reappointed Dean and Director for The Ohio State University at Mansfield for another 5 years.
2. Latest developments on the Campus District.
3. Land for sale on Walker Lake Road
4. They have been awarded a grant for a Town Study
5. Explained the Leader Richland participation by the OSUM Board of Trustees.
6. Tree donation of three trees for the campus
6. Announcement that the Trustee Scholarship Golf Outing fundraiser has been cancelled and they are looking for additional fundraising opportunities.

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 two more candidates.

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.

Mr. Matthew Smith shared a discussion he had with Mr. Gary Frankhouse and Mr. Tom O’Leary of Crawford County.

Ms. Elisabeth Morando shared a discussion she had with Mr. Steve Cummins that may perhaps result in a future “Link and Learn” opportunity.

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

A. Recap of highlights from the OACC Annual Conference (June 9-10 Sinclair CC)

Ms. Linda Nelson called on Trustees to share their impressions from the OACC Annual Conference.

Mr. Matthew Smith shared his enjoyment of the museum. The Aspen people were there sharing reflections: National student success averaged 40% with the best at 65% and the worst at 8%. They discussed the characteristics. Reverend Ricky Brannum was among the Alumni nominations and although he was not selected this year, the competition was extremely keen. A tour of the Drone Area of the College was very inspiring.

Dr. Dwight McElfresh shared that he and Pamela Mowry attended session on Developmental Education and a session on Four-year degrees from the two-year institutions. Next year's event is to be held at Terra State Community College.

Ms. Pamela Mowry shared that she got more from this year's event than she has in previous years. This year they had some vendors present who shared information on relevant services.

Mr. Matthew Smith reported on the Annual Governance meeting. The OACC proposed changes to the OACC Operating Procedures. Update on the OACC Mission, Vision, and Strategic Plan. OACC is to be a Trustee lead organization. They changed the Standing Committees into Ad hoc Committees. They added a Trustee Engagement and Leadership Committee. The Strategic Plan had four components with #4 being that the Trustee Engagement and Leadership Committee must be engaged both locally and nationally. Smith added that he was particularly impressed with Sinclair's Trophy Case that included a National Award for their Board of Trustees.

B. Annual Ethics Training Update

Ms. Linda Nelson called for an update of the annual ethics training discussion. Dr. Dorey Diab explained that the Ohio Ethics Commission requested the submission of a couple dates to consider for coming to our Board meeting to provide the training. Following discussion the Board identified Board Meeting dates in August, September, or October.

C. 2016 ACCT Leadership Congress

Board Chair, Ms. Linda Nelson called for a confirmation of those planning to attend the discussion of the presentation and other activities of the 2016 ACCT Leadership Congress.

D. Proposed Meeting Dates for 2017

Ms. Linda Nelson called for a discussion of the proposed meeting schedule for 2017. Hearing no discussion of changing any of the proposed dates at this time, the schedule stood as presented.

IX. MEETING EVALUATION – Ms. Linda Nelson

Mrs. Linda Nelson called for discussion of today’s meeting. Trustees noted that they were impressed with the OACC Report and called for more attendance at the OACC meetings.

X. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, August 24, 2016 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

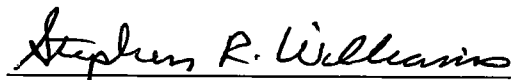
XI. ADJOURNMENT

The Chair called for any additional business requiring Board action.

Mr. Matthew Smith reported that on September 10, 2016 he would be part of an educational trip to Cuba and was in need of educational supplies if there were those interested in making such donations. Dr. Dorey Diab added that Ms. Margaret Puckett was participating in a Medical Mission to Guyanna this summer as well.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 5:06 p.m.

Respectfully submitted:


Mr. Stephen R. Williams, Board Secretary


Ms. Linda Nelson, Board Chair