

**North Central State College
Board of Trustees' Meeting
September 21, 2016**

I. CALL TO ORDER

The Chair, Ms. Linda Nelson called the meeting to order at 5:32 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. Mark Masters
Dr. Dwight McElfresh
Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Ms. Janet Pry
Mr. Matthew Smith
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Mr. Koffi Akakpo, CFO; Mr. Scott Heimann was present representing the College Foundation; Ms. Margaret Puckett was present representing the Faculty; Ms. Barb Keener, Ms. Gloria Huber, and Mr. Victor Barnett were present representing Student Leadership and Ms. Charla Irvin was present representing The Ohio State University Advisory Board.

IV. FOCUS OF THE MEETING – Mrs. Linda Nelson

Ms. Linda Nelson explained that the primary foci of tonight's meeting will include: a report from the College Foundation, approving the consent agenda, discussing a potential governance policy revision, a resolution for private and home schooled students, and hearing the Treasurer's Reports for July and August 2016. The Board will continue its policy review and Scenario Rehearsals and have a discussion regarding upcoming Board activities in the Board Chairperson's Report. There will also be an Executive Session.

V. PRESIDENT'S REPORT – Dr. Dorey Diab

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

Dr. Dorey Diab introduced Ms. Barb Keener, PTK/SAP Advisor. Ms. Keener introduced PTK Vice President, Mr. Victor Barnett. Mr. Barnett's report was as follows:

Phi Theta Kappa

We have appointed and are training new officers for this academic year:

Archie Miller: President

Victor Barnett: Vice President of Service

Suzan Ramahi: Vice President of Leadership

Keturah Crouch: Vice President of Promotion

Meetings are held weekly, on Thursdays

Beta Theta Eta will be hosting the awards conference in March. We have been working out the logistics of the event. Our Friday night fellowship activity will be held at the Old Reformatory.

We are working on our Honor's IN Action Topic: Individualism vs Collectivism.

Our College project will be to host a leadership training day. We are planning to invite students from the entire campus to participate. This will be in conjunction with Sigma Alpha Pi as their students are also required to attend leadership training.

We will be attending the Leadership Conference in October.

Sigma Alpha Pi

Recruitment letters went out the first day of the term to 1500 NC State students and 500 OSU-M students. We had our first orientation last week and the next will be on September 29th at 5:00.

Gloria Huber is the new chapter president.

Molly Powell is the new Vice President of Service.

Matia Porter is the new Secretary.

We are currently in the process of looking for additional officers.

Members from both Phi Theta Kappa and Sigma Alpha Pi attended a parents dinner/information session at Mansfield Senior High School last week. They spoke to each student, and discussed future goals and steps necessary in achieving these goals.

Through the Community Connector's grant, our members will begin visiting the freshman and sophomore academy classes once a week at Mansfield Senior High School. Our members will

also have lunch with the students and plan family engagement activities with them. They will also attend a mentor training, so they are better prepared to work with the students.

Our members are planning to collaborate with the students at Mansfield City Schools who are in a leadership group. We will do leadership trainings and activities with them throughout the year. Cheryl Carter has facilitated this relationship. Cheryl, Barb and Gloria are meeting with their advisor next week to begin this process.

We will begin appointing members to sit on various committees here at NC State, so student voices are considered.

Molly, our VP of Service is a member of the National Guard. She has gotten permission for us to collect donations at the base during the next two training weekends for Feast of Love, so we can provide Thanksgiving dinners to the families of our students as well as families of Mansfield City School students.

Gloria and Mackayla Cox will represent our institution and campus community at the Propel Ohio leadership training in Dayton on October 14th.

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

17th Annual NCSC Foundation Scholarship Luncheon

- October 28, 2016 - 11:30 am – Kehoe Center, 3rd Floor Conference Center

The NCSC Foundation will host scholarship donors and recipients for lunch to celebrate student success and thank donors for their support.

North Central Ohio Hall of Excellence

- April 21 or 28, 2017 – Based on speaker availability – Kehoe Center, 3rd Floor Conference Center

The NCSC Foundation is now accepting nominations for the 2017 North Central Ohio Hall of Excellence. Nominations are due to the Foundation by November 30, 2016.

Emerald Club

2017 Emerald Club solicitations have been placed in the mail. The NCSC Foundation will personally follow-up with all top-level sponsors to support this year's campaign. In addition, a segment to include Crawford County has been added with their support benefiting the Crawford Success Center Campaign.

For the first time in over four years, a solicitation is being sent to Alumni (nearly 12,000 records). This will be sent in late October/Early November, with proceeds benefitting the Double Your Dollars Campaign which includes an anonymous match for the first \$50,000 raised over five years. The Alumni Association Advisory Board has been challenged to have 100% participation prior to the solicitation.

Next dates for calendars:

Quarterly Board Meeting

- November 17, 2016 - 7:30 am – Kehoe Center, 3rd Floor Conference Center

Resource Development Committee Meeting

- November 10, 2016 - 11:30 am – Conference Room 165-Fallerius

17th Annual NCSC Foundation Scholarship Luncheon

- October 28, 2016 - 11:30 am – Kehoe Center, 3rd Floor Conference Center
- Crawford Success Center Stewardship Night

- November 2, 2016 – 5:30 pm – Crawford Success Center

C. Follow-up on Collaboration with Ashland University

Dr. Dorey Diab explained that representatives from the College joined him for a follow-up meeting with Ashland University. This collaboration will help take our articulation agreements to the next level. Visiting the North Central State College Kehoe Center were: Dr. Eun-Woo Chang - Provost and four of his Deans. Each institution shared what they are working on and took the AU team on a tour of the Kehoe Center. The Mobile Communication Center became the focus of attention as they discussed the College NOW programs, Workforce Pathway with our other partners and the fabrication laboratory. AU asked that NC State join them in a potential grant opportunity for collaborative institutions. Dr. Diab took Dr. Chang on a tour of the entire Mansfield campus and the student resident housing facilities. Prior to this meeting, Trustee, Dr. Dwight McElfresh had taken Dr. Diab on a tour of the Ashland University campus.

D. Site Certification in Richland and Crawford Counties

Dr. Dorey Diab explained that North Central State College hosted a site certification presentation for the Richland Community Development Group (RCDG) and the State of Ohio. As companies look to expand into Ohio, the State wants to provide pre-selected 20 sites with the necessary utilities and workforce infrastructure. One site has been selected in Richland County and another in Crawford County.

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 August 24, 2016 “Regular Meeting”

B. Consideration of Approval of Employment of College Personnel – R-2016-30

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

R-2016-30

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 SEPTEMBER 12, 2016

*Brad Dunmire, Assistant Registrar
MBA, Mount Vernon Nazarene University
SALARY: \$37,571.76*

BEGINNING SEPTEMBER 26, 2016

*Michelle Cochran, Financial Aid Technician
Associate Degree, Marion Technical College
SALARY: \$27,946.77*

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2016-30

- *Brad Dunmire was hired as Assistant Registrar due to restructuring.
Michelle Cochran was hired as Financial Aid Technician to replace Cindy Surgener who resigned.*

REGULAR AGENDA

A. Consideration of Approval to Supersede ENDS Policies 1.2 Job Readiness, 1.3 High Demand/Emerging Technologies, and 1.4 Career Development with (Revised) ENDS Policy 1.2 Career Readiness and Development Policy – R-2016-31

CONSIDERATION OF APPROVAL TO SUPERSEDE ENDS POLICIES 1.2 JOB READINESS, 1.3 HIGH DEMAND/EMERGING TECHNOLOGIES, AND 1.4 CAREER DEVELOPMENT WITH (REVISED) ENDS POLICY 1.2 CAREER READINESS AND DEVELOPMENT POLICY

R-2016-31

WHEREAS: *The Board is committed to its responsibility to the Owners of the College through the establishment of written policies that describe the desired results, changes, or benefits of the work of the College defined as ENDS policies, and*

WHEREAS: *The Board conducts a thorough review of its ENDS policies as part of the annual planning activities to ensure their continued accuracy and relevance, and*

WHEREAS: *The Board encourages recommendations throughout the College's strategic planning process for ideas that may enhance the operational process while maintaining the desired ENDS of the Board, and*

WHEREAS: *following the College's 2016 strategic planning activities, a recommendation to merge the ENDS policies on Job Readiness, High Demand/Emerging Technologies, and Career Development into a single ENDS policy was forwarded for Board consideration, and*

WHEREAS: *The board has reviewed this recommendation and determined that this recommendation serves to streamline the monitoring process while maintaining the desired results, changes, or benefits that policies 1.2, 1.3, and 1.4 sought to accomplish.*

NOW, THEREFORE, BE IT RESOLVED: *By the Board of Trustees of North Central State College that the governance policies 1.2 (Job Readiness), 1.3 (High Demand/Emerging Technologies), and 1.3 (Career Development) as approved on December 10, 2010 are hereby superseded by the revised policy 1.2 (Career Readiness and Development).*

3357:13-01-20 Career Readiness and Development Policy (ENDS)

Career Readiness and Development - Students acquire and enhance relevant business and industry credentials, job skills, work habits, job leads and pathways to economic self-sufficiency especially in high demand technologies.

ACTION TAKEN: Ms. Pamela Mowry moved for approval of resolution R-2016-31. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

B. Consideration of Approval of an Offsite Dual Enrollment Rate for Private School Students and Home Schooled Students who are Eligible for the Newly Established College Credit Plus Program – R-2016-32

CONSIDERATION OF APPROVAL OF WAIVER OF TUITION FOR PRIVATE SCHOOL STUDENTS AND HOME SCHOOLED STUDENTS WHO ARE NOT FUNDED UNDER THE COLLEGE CREDIT PLUS PROGRAM

R-2016-32

WHEREAS, North Central State College (NCSC), as part of its mission, wishes to provide educational opportunities for qualified students to attend college at affordable costs, and

WHEREAS, it is recommended that the Board or Trustees approve a waiver of tuition for students who are not funded by the College Credit Plus Program (CCP) established in Ohio Revised Code Chapter 3365. Such students would primarily be enrolled in Ohio nonpublic/private schools or homeschooled, and

WHEREAS, Ohio Board of Regents Directive 2009-011 Differential Tuition for State Institutions of Higher Education allows for a waiver of the standard tuition rate where the waiver is designed to keep college affordable and enhance the quality of the educational experience., and

WHEREAS, NCSC anticipates approximately **80** nonpublic/private and homeschooled students this academic year will have the opportunity to further their education via the tuition waiver, and

WHEREAS, this resolution would approve a rate of \$41.50 per semester hour for academic year 2016-2017 for NCSC courses taught off the NCSC campuses by high school faculty who meet the North Central Association/Higher Learning Commission standards under the mentorship of a NCSC faculty member to nonpublic/private school and home school students who are not funded under CCP, and

WHEREAS, this resolution would approve a rate of \$83 per semester hour for academic year 2016-2017 for NCSC courses taught off the NCSC campuses by NCSC faculty who meet the North Central Association/Higher Learning Commission standards to nonpublic/private school students who are not funded under CCP, and

WHEREAS, this resolution would approve a rate of \$83 per semester hour for academic year 2016-2017 for NCSC courses taught online by NCSC faculty who meet the North Central Association/Higher Learning Commission standards to nonpublic/private school and homeschool students who are not funded under CCP, and

WHEREAS, the impact and success of this CCP model will be reviewed annually, and

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

NOW, THEREFORE, BE IT RESOLVED that the North Central State College Board of Trustees hereby approves the following:

1. A rate of \$41.50 per semester hour for academic year 2016-2017 for NCSC courses taught off the NCSC campuses by high school faculty who meet the North Central Association/Higher Learning Commission standards under the mentorship of a NCSC

faculty member to nonpublic/private school and home school students who are not funded under CCP. This is a waiver of 108.10 per semester hour.

2. *A rate of \$83 per semester hour for academic year 2016-2017 for NCSC courses taught off the NCSC campuses by NCSC faculty who meet the North Central Association/Higher Learning Commission standards to nonpublic/private school students who are not funded under CCP. This is a waiver of 66.60 per semester hour.*
3. *A rate of \$83 per semester hour for academic year 2016-2017 for NCSC courses taught online by NCSC faculty who meet the North Central Association/Higher Learning Commission standards to nonpublic/private school and homeschool students who are not funded under CCP. This is a waiver of 66.60 per semester hour.*

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2016-32. Mr. Steven Stone seconded the motion and the motion carried unanimously.

C. Treasurer's Report for July 31, 2016 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending July 31, 2016. He stated that revenues for the month totaled \$5,348,182. Expenditures were \$1,138,785 leaving an excess of \$4,209,397. Year-to-date revenues totaled \$5,348,182. Year-to-date expenditures totaled \$1,138,785 leaving an excess of \$4,209,397. The Star Ohio month-end balance for July 2016 is \$1,522,535. Mr. Akakpo described the trends that are demonstrated by the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators. Mr. Akakpo further explained that while this is the first report of the new fiscal year, there are still some fluctuations as the final billing activities and adjustments for the past fiscal year will not be officially closed out for another month or so. Mr. Akakpo 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 July 31, 2016. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

D. Treasurer's Report for August 31, 2016 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending August 31, 2016. He stated that revenues for the month totaled \$1,539,571. Expenditures were \$1,007,411 leaving an excess of \$532,160. Year-to-date revenues totaled \$6,887,753. Year-to-date expenditures totaled \$2,146,196 leaving an excess of \$4,741,557. The Star Ohio month-end balance for August 2016 is \$1,023,029. Mr. Akakpo described the trends that are demonstrated by the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators. Mr. Akakpo further explained that while headcount was looking good for fall, the number of credit hours was still short of the goal. Additionally, the College Freedom Scholarship was tracking higher than expected and affecting money's collected from tuition dollars. Currently, of the more than 200 who have applied for the

College Freedom Scholarship, about 140 have actually been qualified and enrolled. While this is still good news, it is a bit higher than expected. Mr. Akakpo 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 August 31, 2016. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Ms. Linda Nelson introduced Ms. Charla Irvin of the OSU-M Advisory Board and gave her the floor for some remarks. Highlights from Ms. Irvin's update included:

- The Molyet Apartments that have 180 beds are 94% full this term and the Buckeye apartments that have 200 beds are 72% full this term.
- OSU-M has been granted \$2 million to renovate Conard. Construction will include renovation of the Chemistry lab. Construction to begin next summer.
- Ms. Melody Hardle was applauded for her assistance in creating a video to highlight the benefits of attending The Ohio State University at Mansfield.
- There is talk of erecting a bronze "Brutus" statue.

Dr. Dwight McElfresh attended the September 15th meeting on behalf of the NCSC BOT and added the discussion of potentially forming an OSU-Mansfield Campus Foundation.

VIII. POLICY GOVERNANCE

A. Nominating Committee Report – Ms. Linda Nelson

Ms. Linda Nelson called upon Dr. Dwight McElfresh to provide a report on the work of the Nominating Committee. Dr. McElfresh reported that the committee recommends Ms. Linda Nelson, Mr. Matthew Smith and Mr. Steven Stone for reappointment and each of the candidates have expressed interest in accepting a reappointment. Therefore, the nominating committee submits their recommendation for consideration of approval as such.

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of the Nominating Committee's recommendation for reappointment as presented. Ms. Pamela Mowry seconded the motion and the motion carried unanimously.

Dr. Dwight McElfresh reported that the Nominating Committee continues its work to establish a recommendation for a Slate of Officers and hopes to have that recommendation completed to present to the Board for consideration at the October meeting.

B. Discussion of Agenda Planning

Ms. Linda Nelson recapped the **Owner Connections** activities and called for recent activities to share. Mr. Roger Miller reported that he recently had a client who wants to add 60 jobs but needs candidates with welding skills and would like to connect that client with the appropriate contact. Mr. Steven Stone shared that he was invited by an Adjunct Faculty member of the College to make a presentation to the Galion High School specifically for CCP students. Following his presentation he was approached by students conveying their positive feedback about NC State at Galion and their appreciation for the outreach to that area. Mr. Matthew Smith recapped his “People to People” education tour to Cuba. He reported that it was a good visit and gave a good view of their education system as well as their industry in pharmaceuticals. Their team included a doctor who had come to help with those injured in hurricane Katrina.

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

1. Policy Governance Rehearsal Scenarios –PolGov training includes 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. Ms. Janet Pry led the rehearsal exercise for scenario 3.11 that asks “*Who’s Accountable?*” *In the scenario, the board overseeing a major community celebration is extremely upset with staff for allowing too many politicians in the parade. Staff had allowed some in, but the board’s parade committee invited or allowed others to participate. How should the board resolve this?*
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 4.0, 4.1 and 4.2 was led by Dr. Dwight McElfresh.

IX. BOARD CHAIRPERSON REPORT- Ms. Linda Nelson

A. Kehoe Center Ribbon Cutting and Rededication (Friday, September 30th)

Ms. Linda Nelson reminded Trustees of the Kehoe Center Ribbon Cutting and Rededication taking place at the Kehoe Center on Friday, September 30 from 2:00pm to 4:00pm and encouraged all Trustees to attend.

B. 2016 ACCT Leadership Congress

Ms. Linda Nelson called for a discussion of the upcoming Leadership Congress. President Diab offered a recap of the Pre-Congress Academy on Policy Governance.

C. Chancellor’s Annual Trustee Conference (November 14th, Columbus State CC)

Ms. Linda Nelson reminded Trustees of the Chancellor’s Annual Trustee Conference that will be held on November 14th on the campus of Columbus State Community College. There was a discussion of the activities planned for the conference.

D. Employee Appreciation/Awards Banquet (Saturday, December 3rd)

Ms. Linda Nelson reminded Trustees of the Annual Employee Appreciation/Awards Banquet. The banquet will be held on Saturday, December 3rd at the Ralph Phillips Conference Center of the Kehoe Center in Shelby. The Cocktail Hour will run from 5:30pm to 6:00pm with entertainment provided by Paul Martin’s PM Jazz. Dinner will be served at 6:00pm with Awards presented around the 7:00pm hour. There will be no cost to College Employees but those wishing to bring their spouse or a guest will be asked to pay an \$18 fee for their attendance.

E. Honorary Degree Conferral upon Dr. Dorey Diab by Franklin University

Ms. Linda Nelson reminded Trustees of the conferral of the Honorary Doctoral Degree in Community Leadership upon Dr. Dorey Diab by Franklin University on Sunday, January 8th at 2:00pm as part of their Commencement Ceremony held at the Columbus Convention Center.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 6:38 p.m. Ms. Pamela Mowry made a motion and it was seconded by Ms. Janet Pry to adjourn to Executive Session to consider confidential information related to specific business strategy and negotiations with other political subdivisions. Ms. Nelson explained that there will not be any further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Mr. Mark Masters – “yes”
Dr. Dwight McElfresh – “yes”
Mr. Roger Miller – “yes”
Mrs. Elisabeth Morando – “yes”
Mrs. Pamela Mowry – “yes”
Mrs. Linda Nelson – “yes”
Mrs. Janet Pry – “yes”
Mr. Matt Smith – “yes”
Mr. Steve Stone – “yes”

At 7:08 p.m., the Chair, Ms. Linda Nelson declared the Executive Session concluded and the Regular Session resumed.

XI. MEETING EVALUATION – Ms. Linda Nelson

Mrs. Linda Nelson called for discussion of today’s meeting. Trustees noted that they enjoyed having a full slate of Trustees in attendance.

XII. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, October 19, 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.

Trustee Matthew Smith added information regarding an article entitled “For Profit Loan Curb Shuts ITT” and pointed out the opportunity for us to reach out to these students whose educational institution is shutting its doors. Mr. Smith further pointed out the news regarding the Report Card for local schools presents challenges as many received D’s and F’s for their preparedness.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 7:18 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Linda Nelson, Board Chair