

**North Central State College  
Board of Trustees' Meeting  
October 19, 2016**

**I. CALL TO ORDER**

The Chair, Ms. Linda Nelson called the meeting to order at 5:31 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. Pamela Mowry  
Ms. Linda Nelson  
Mr. Matthew Smith

**Absent:**

Ms. Elisabeth Morando  
Ms. Janet Pry  
Mr. Steven Stone

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Mr. Koffi Akakpo, CFO; Dr. Karen Reed, CAO; Mr. Scott Heimann was present representing the College Foundation; Ms. Margaret Puckett was present representing the Faculty; Ms. Archie Miller and Mr. Victor Barnett were present representing Student Leadership and Dr. James Goudy II was present representing The Ohio State University Mansfield 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 students and our College Foundation. We will hear from the nominating committee and will discuss recent and upcoming activities. 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 PTK President, Ms. Archie Miller and PTK Vice President, Mr. Victor Barnett. Ms. Miller's report was as follows:

We had 60 members so far to join

Orientation- We have an orientation on October 12.

Leadership Training- We had a leadership Training on Oct 11. We have another leadership training event on October 28, which is for the entire college community. We will invite all students to attend.

We had a speaker broadcast on October 4 Dolvett Quince.

We have numerous service opportunities for Sigma Alpha Pi:

1. Dorothy Furr initiated Ontario High School Pancake Day that was on October 15. Dorothy also initiated a Blood Drive which was held at Ontario United Methodist Church on October 3.
2. Feast of Love: The College Community will collect food to provide Thanksgiving dinners to needy families. Molly Powell has asked Air Force base to partner with the College. On Thursday, we will be going to the base to post signs and distribute boxes. They are also willing to donate turkeys.
3. Community Connector's Grant: Students are needed to attend the Peach class every Thursday mornings at Mansfield City Schools. The time are 8-9, 9-10, and 11-12 for lunch. This is an ongoing project that will last the entire academic year.
4. Our members are planning to collaborate with the students at Mansfield City Schools who are in a leadership group. We will do leadership training 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.
5. Aid Awareness Day: Gretchen Ashbrook has initiated an event to educate our college community about aids. The event will take place the week of December 1, National Aids Day. We are going to have panel discussion, a movie, and a speaker. We also created poster to place around campus debunking myths regarding aids. We also going to create an Aids quilt using notecards.
6. Trunk or Treat: We are going to have "trunk" from which to hand out candy. We will have people dress up and help hand out candy, and donate candy for the event. We will also have a coloring table where children can come and color pictures. This event will be held on Friday Oct 21, 2016 from 5:30-7:00.
7. We will have students sit on various committees at NC State, so student voices are heard.
8. We had five students volunteer for the Bridal Show at the Kehoe Center on October 2.

Following the PTK/SAP report, Dr. Dorey Diab highlighted the College's partnership in the Feast of Love event taking place in November and the Stuff the Stockings event taking place in December.

**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**

**17<sup>th</sup> 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.

**The Crawford Success Center One-year Celebration**

- November 2, 2016 the Crawford Success Center will celebrate its one year anniversary with an open house at 5:30pm. All are invited and encouraged to stop in to see the impressive developments and activities taking place at the Crawford Success Center.

**Richland Gives!**

- The Richland Gives is a 12-hour day of giving that encourages everyone to contribute to Richland County's non-profits through an online giving platform. Richland Gives will take place on November 29, 2016. Last year during the first Richland Gives over \$67,000 was donated to 65 local nonprofit agencies. The North Central State College Foundation fared very well and we are hoping for another successful event this year. So, everyone, please mark your calendars and plan to give as generously as you can.

**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**

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  
17<sup>th</sup> 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. Enrollment Report**

Dr. Dorey Diab explained the observation for when zero is a positive number as he read from a listing of fall 2014-2015 enrollment change numbers from each of the OACC Colleges showing a significant number of them reporting enrollment at zero percent increase or in the negative. He referred to an article from Inside Higher Education entitled, *Why are Community Colleges' enrollment dropping?*

### **D. Support for Tuition Freedom**

Dr. Dorey Diab explained a scholarship opportunity with Richland Foundation to support up to 22 students from Pioneer CTC for the Tuition Freedom Scholarship.

### **E. Other.**

Dr. Dorey Diab presented an inquiry from Trustee Dr. Dwight McElfresh that stemmed from one of the presentations at the ACCT Leadership Congress where a president provided the Board with a type of President's Report on a periodic basis. Dr. Diab asked the Board if that would be something they would be interested in having him provide as well. Following some deliberations, the Board turned down the idea of adding more work and additional supplemental information to that which they already receive. They added that if the Board has specific questions on happenings or other activities within the institution, they can simply ask the president to provide at that time.

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

#### **A. Approval of Minutes for September 21, 2016 "Regular Meeting"**

#### **B. Consideration of Approval of Employment of College Personnel – R-2016-33**

### ***CONSIDERATION OF APPROVAL OF***

**EMPLOYMENT OF COLLEGE PERSONNEL**

**R-2016-33**

**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 OCTOBER 20, 2016**

*Christina Jones, Kitchen Assistant*

**SALARY:** \$9.00/hr.

**EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2016-33**

*Christina Jones was hired as Kitchen Assistant to replace Paige LaBove.*

**C. Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty – R-2016-34**

**CONSIDERATION OF APPROVAL OF CONTRACTS  
FOR PROBATIONARY FACULTY**

**R-2016-34**

**BE IT RESOLVED:** by the Board of Trustees that approval is hereby given to the administration of the college for the “memos of intent” to be issued to the following faculty, recommended without reservation, for renewal of contracts for the period stated below:

**PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT  
(Summer Semester 2017 through Fall Semester 2017)**

*Sara Marchak*

**REGULAR AGENDA**

**A. Consideration of Approval for Emeritus Status for Mr. James L. Hull  
– R-2016-35**

**ACTION TAKEN:** Board Chair, Ms. Linda Nelson called for resolution R-2016-35 to be placed on the table until the December 7, 2016 meeting.

**B. Treasurer’s Report for September 30, 2016 – Mr. Koffi Akakpo**

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending September 30, 2016. He stated that revenues for the month totaled \$729,736. Expenditures were \$1,390,269 leaving a deficit of \$660,533. Year-to-date revenues totaled \$7,617,489. Year-to-date expenditures totaled \$3,536,466 leaving an excess of \$4,081,024. The Star Ohio month-end balance for September 2016 is \$1,023,532. 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 had no further special notes for this report. Trustee, Mr. Roger Miller inquired about the Crawford Success Center financials.

**ACTION TAKEN:** Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending September 30, 2016. Mr. Roger Miller seconded the motion and the motion carried unanimously.

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

Board Chair, Ms. Linda Nelson introduced Dr. James Goudy of the OSU-M Advisory Board and gave him the floor for some remarks. Highlights from Dr. Goudy's update included:

- That he was happy to get this opportunity to hear of the happenings on the other side of campus. He however, had nothing new to report.
- Agreement on the Shared Services Agreement.
- Mr. Matthew Smith mentioned our NCSC/OSU-M Compact.

## **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. Elisabeth Morando to serve as Board Chair, Ms. Pamela Mowry to serve as Vice Chair, and Mr. Matthew Smith to serve as Secretary. Therefore, the nominating committee submits their recommendation for consideration of approval as such.

**ACTION TAKEN:** Mr. Mark Masters moved for approval of the Nominating Committee's recommendation for the slate of officers for 2017 as presented. Mr. Roger Miller seconded the motion and the motion carried unanimously.

### **B. Discussion of Agenda Planning**

Ms. Linda Nelson recapped the **Owner Connections** activities and called for recent activities to share. It was pointed out at a recent meeting in the community that North Central State College is a leader in the College Credit Plus initiative. Mr. Matthew Smith reported that he had recently heard news that in Kansas, eight schools threatened to leave

the conference. Mr. Roger Miller reported that he recently participated in a conference call with a Marion client who is in need of employees with welding training and experience and was reaching out for assistance in finding or developing such employees. Dr. Diab will have the appropriate division follow up on that.

### **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. Mr. Roger Miller led the rehearsal exercise for scenario 4.5 that asks “*Do Board Members have authority over Staff?*” *In the scenario, a board member instructs staff to perform tasks for her such as scheduling lunch appointments. Staff have cooperated with these requests, but now the CEO has instructed staff that this may not continue and has advised the board member of this instruction. What should the board member 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 and 4.5 was led by Ms. Pamela Mowry.

## **IX. BOARD CHAIRPERSON REPORT- Ms. Linda Nelson**

### **A. Follow-up to Kehoe Center Ribbon Cutting and Rededication (Friday, September 30<sup>th</sup>)**

Ms. Linda Nelson called for a recap of the activity. Dr. Dorey Diab recapped key stakeholders and legislators present and other trustees gave their general perceptions of the event.

### **B. Follow-up from 2016 ACCT Leadership Congress**

Ms. Linda Nelson recalled trustees dispersing and talking about what they learned. Our presentation at the Pre-congress Academy on Student Success and the Guided Pathways was a very popular session and from accounts and comments, what we are doing at the College is right on target. Mr. Matthew Smith noted that throughout the sessions and in our own session, there was great interest in state share of funding and the performance funding model.

### **C. NCSC Foundation Scholarship Luncheon & Program**

Ms. Linda Nelson reminded Trustees of the Foundation Scholarship Luncheon that will be held on October 28<sup>th</sup> at 11:30am in the Ralph Phillips Conference Center. All were encouraged to attend as their schedules would allow.

**D. Crawford Success Center One Year Celebration (November 2<sup>nd</sup> 5:30pm)**

Ms. Linda Nelson reminded Trustees of the one year celebration of the opening of the Crawford Success Center on November 2nd.

**E. Chancellor's Annual Trustee Conference (November 14<sup>th</sup>, Columbus State CC)**

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

**F. Employee Appreciation/Awards Banquet (Saturday, December 3<sup>rd</sup>)**

Ms. Linda Nelson reminded Trustees of the Annual Employee Appreciation/Awards Banquet. The banquet will be held on Saturday, December 3<sup>rd</sup> 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.

**G. Joint OSU-M/NCSC Board Gathering (December 15<sup>th</sup> 6:00pm-7:30pm)**

Ms. Linda Nelson reminded Trustees of the joint OSU-M and NCSC Board Gathering that will take place on December 15 from 6:00pm to 7:30pm in the OSU-M Board Room in Eisenhower Hall.

**X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 6:37 p.m. Mr. Roger Miller made a motion and it was seconded by Mr. Matthew Smith to adjourn to Executive Session to consider confidential information related to specific business strategy and negotiations with other political subdivisions. Ms. Nelson explained that she did not expect 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 – not present  
Mrs. Pamela Mowry – “yes”



Mrs. Linda Nelson – “yes”  
Mrs. Janet Pry – not present  
Mr. Matt Smith – “yes”  
Mr. Steve Stone – not present

At 7:22 p.m., the Chair, Ms. Linda Nelson declared the Executive Session concluded and the Regular Session resumed.

**ACTION TAKEN:** Ms. Pamela Mowry moved for authorizing the Board Chair, Ms. Linda Nelson, to cause a letter to be written outlining the position of the NCSC Board of Trustees on the issue of Shared Governance/Shared Services as outlined in the Recommendations of the Co-located Campus Taskforce and to authorize the Board Chair, Ms. Linda Nelson to endorse such a letter on behalf of the NCSC Board of Trustees. Mr. Mark Masters seconded the motion and the motion carried unanimously.

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

Mrs. Linda Nelson called for discussion of today’s meeting. Ms. Pamela Mowry indicated her pleasure with the students report on the Feast of Love.

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

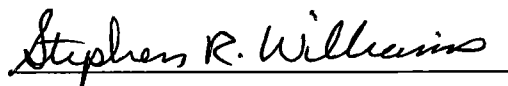
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, December 7, 2016 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

**XIII. ADJOURNMENT**

The Chair called for any additional business requiring Board action.

**ACTION TAKEN:** As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Linda Nelson declared the meeting adjourned 7:27 p.m.

Respectfully submitted:

  
Mr. Stephen R. Williams, Board Secretary

  
Ms. Linda Nelson, Board Chair