

**North Central State College  
Board of Trustees' Meeting  
February 22, 2017**

**I. CALL TO ORDER**

The Chair, Ms. Elisabeth Morando 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. Mark Masters  
Dr. Dwight McElfresh  
Mr. Roger Miller (5:42pm)  
Ms. Elisabeth Morando  
Ms. Pamela Mowry  
Ms. Linda Nelson  
Ms. Janet Pry  
Mr. Steven Stone

**Absent:**

Mr. Matthew Smith

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Mr. Koffi Akakpo, CFO; Dr. Karen Reed, CAO; Ms. Archie Miller, Ms. Taylor Elliott, Ms. Lumeng Zhong, Ms. Ma'Tia Porter and Mr. Victor Barnett were present representing Student Leadership; and Mr. Pat Heydinger was present representing The Ohio State University Mansfield Advisory Board.

**IV. FOCUS OF THE MEETING – Ms. Elisabeth Morando**

Ms. Elisabeth Morando explained that the primary foci of tonight's meeting will include: the installation of the new slate of officers for 2017 and discussion of the Celebration of Life in memory of Dick Taylor.

**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. Archie Miller presented the Phi Theta Kappa Update:

**President:** Archie Miller

**Vice Presidents:** Victor Barnett, Suzan Ramahi, Katurah Crouch, Taylor Elliott

\*Taylor Elliott will be the new President starting the day of induction (April), and Archie is working on training her for the position\*

**College Fish:** At our last meeting we worked on registering and using college fish. College fish is a free completion and transfer tool. It provides information and resources to create completion and transfer pathways. College Fish provides students with access to over \$37 million in transfer scholarships.

**Competitive Edge:** We are currently working on getting an edge through Phi Theta Kappa's Competitive Edge Program. It is a five step online program designed to help students improve their soft skills.

**Spring Conference March 17<sup>th</sup>-19<sup>th</sup>:** So far things are falling into place. Archie is working with Pioneer Career and Technology Center's Horticulture department on centerpieces for the formal dinner Saturday night the 18<sup>th</sup>. We still need help with things such as: t-shirts, pens, folders, and bags. We have reserved hotel blocks for the event, we reserved Kehoe's Conference Center, and have the majority of food provisions taken care of. Things are going great!

**Graduation:** Archie is also working with Pioneer again this year on roses for graduation. She is trying to get the order in before prices go up on Mother's Day.

**Honors Topic:** Being the beginning of the year already, we will be working on our new Honors Topic and college project.

**Conferences:** On April 4-6<sup>th</sup> we have a significant conference in Nashville, TN. The registration fee is roughly \$850/person—we will be taking two people with the free registrations we receive for hosting the upcoming conference at NCSC. There will also be smaller conferences in summer and fall that we may attend if things go well.

Ms. Miller introduced Ms. Ma'Tia Porter to present the Sigma Alpha Pi Update.

**Notes for 2017-02-09 Leadership meeting:**

In attendance:

- Gloria Huber- President of Sigma Alpha Pi
- Isabella (Lumeng) Zhong -Vice President of Social Event
- Breanna Estes-Gladden - Vice President of Leadership
- Ma'Tia Porter - Vice President of Publicity

**Officers Notes**

- New Officer Isabella, Position: Vice President of Social Event.
- Give **one** TRIO student free membership each term
- Having officers position more than one year
- Officers **do not** have to attend every event, because study is more important, don't get overwhelmed
- Breanna reflected students' voice:

1. Students are not paying efforts like it used to be.
  2. Fix the relationship between NC and OSU
- Flyers and letters to soldiers
  - “Big brother & big sister” Bowling game. 25<sup>th</sup> March, 2017
    1. Officers need to **collect donations** Next Thursday (Feb 16<sup>th</sup>) during the meeting time
  - Board of Trustee’s meeting (Feb. 22<sup>nd</sup>, 4:30-5:30pm) Ma’tia Presents
  - E-board retreat: Opportunity of board members to have some fun. (Time Unknown)
  - Orientation Day: Feb.14<sup>th</sup> 2017, 5:00pm. (Isabella will attend)
  - Leadership Training Day: Feb. 17<sup>th</sup> 2017 (Next Friday), 11:00am ~ 3:00 pm. Room 29 in Riedel Hall. (Isabella will attend)
  - Focus Group requires student volunteers: Feb. 17<sup>th</sup> 2017 (Next Friday), 11:00am ~ 1:00pm, we need 6-8 members in Focus Group.

**Student Members’ Notes:**

- Orientation Day: Feb.14<sup>th</sup> 2017, 5:00pm.
- Leadership Training Day: Feb. 17<sup>th</sup> 2017 (Next Friday), 11:00am ~ 3:00 pm. Room 29 in Riedel Hall.
- Focus Group requires student volunteers: Feb. 17<sup>th</sup> 2017 (Next Friday), 11:00am ~ 1:00pm, we need 6-8 members in Focus Group.
- **Important notes for every member:**  
If you are in some other organizations in campus, and you or your organization need help with any kind of event, feel free to send Barb the information and she will send information to all members to help.
- Big brother & Big sister Bowling game: Mar. 25<sup>th</sup> (it is a Saturday)

**B. North Central State College Foundation Development and Update**

Dr. Dorey Diab reported that they hoped to have the position posted by the end of the week. Trustees asked for the posting to be forwarded to them for any distribution to potential candidates they may be able to provide. The Hall of Excellence event will take place this year. Proposed dates are April 17, 18, or 19. There are currently two candidates being considered for induction (Dave Williamson and Turner Funeral Home). The featured speaker being considered for this year’s event is Chris Spielman.

**C. OACC Presidents meeting and State Budget**

Dr. Dorey Diab recapped the highlights from the OACC President’s meeting and State Budget discussion. The State Budget was the prominent discussion item for the meeting. Key Budget topics included:

- Colleges paying for textbooks
- SSI increase by 1%
- COG increase by 3% is possible
- Focus on Completion
- Bachelor Degrees for Community Colleges
- 2+2 and 3+1 Agreements with 4-year institutions

- Western Governor's Adult Assessment services
  - o CBE wants 65% of adults with higher education
- Co-located campuses Efficiencies
- College Credit Plus (CCP)
- Tuition & Fees are frozen for community colleges

**D. Ohio Faculty Senate Statement on Diversity on College Campuses**

Dr. Dorey Diab explained that the Ohio Faculty Senate of Community and Technical Colleges adopted the following Statement on Diversity on College Campuses at its February 3, 2017 meeting, and shared the statement with each of the college presidents. They also asked that each college president share the Statement with their College's Board of Trustees, so they too are fully informed of faculty's commitment to diversity on their various campuses.

**Ohio Faculty Senate Statement on Diversity on College Campuses**

*Ohio's two-year colleges are among the most diverse institutions in the state, serving students from a wide variety of backgrounds and life experiences. The Ohio Faculty Senate affirms the important professional responsibility of faculty at two-year colleges to promote a learning environment that allows for the free and open exchange of ideas while respecting our differences. The diversity of our classrooms and our campus communities benefits our students by enriching their learning experiences and better preparing them to function as effective citizens. We embrace actions that respect our difference, and reject actions that attempt to exploit our differences in ways that divide us.*

**E. Fulbright Scholarship/Aspen Institute**

Dr. Diab informed the Board that he has been awarded a Fulbright Scholarship and will be participating in this activity for the first couple of weeks in April 2017. He is also a candidate to the Aspen Institute and will have more to report on that as it develops.

**F. OSU Partnership activities: Radio interview, Rehab Center, Soul Food**

Dr. Dorey Diab reported on several partnership activities we are engaged in with OSU-M. He and OSU-M Dean, Dr. Steve Gavazzi recently appeared on a radio interview to discuss the Campus District development and other collaborations. Dr. Diab participated with Ms. Pam Siegenthaler of the OSU-M Board on the Rehab Center Telethon to help them reach their 106 thousand dollar goal. The two institutions have come together to feature a campus Soul Food Dinner as part of the campuses Black History Month celebration activities.

**G. HLC/CCRC/EAB/AACC-WDI Highlights**

HLC: Dr. Dorey Diab reported that he was part of a contingent of folks from the College who attended an AQIP Strategy Form in Chicago regarding the enhancement of student services as part of our accreditation activities. The group will meet on a weekly basis to accomplish the work necessary for accreditation.

CCRC: Dr. Diab reported that among the research team from CCRC was Davis Jenkins, one of the authors of the book *Redesigning America's Community Colleges*. A positive trend noted on the completion pathway taken to scale was that 70% of students are getting into Statistics instead of Math. Mr. Jenkins conveyed his kudos to North Central State College for the progress we are making in work to improve student success.

EAB: Dr. Diab explained that the Education Advisory Board (EAB) is a group that presents best practices to share with colleges and universities across the country. The impact they bring is helping the College move faster.

AACC-WDI: Dr. Diab reported that he attended the American Association of Community College's Workforce Development Institute where we reported on two of our grants, the Right Signals Grant and the TAACCCT Grant.

## **H. Crawford Success Center Director Search**

Dr. Dorey Diab reported that the Crawford Success Center Director search received 13-15 applicants, which the search team has narrowed down to 6 finalists. Interviews will follow to help the search committee make some recommendations.

## **I. Other (Out of the Office Notifications)**

Dr. Dorey Diab reported to the Board that he will be out of the office for 2 weeks as he plans a trip to Lebanon to tend to some family matters.

# **VI. REQUIRED APPROVALS AGENDA**

## **CONSENT AGENDA**

The Chair (Ms. Elisabeth Morando) 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 Ms. Linda Nelson and passing unanimously, the following items were approved:

### **A. Approval of Minutes for January 18, 2017 "Regular Meeting"**

## **REGULAR AGENDA**

### **A. Consideration of Approval to Amend Resolution R-2017-03 Approval of Contracts for Probationary and Non-Probationary Faculty – R-2017-04**

*- Dr. Dorey Diab/Dr. Karen Reed*

**CONSIDERATION OF APPROVAL TO AMEND RESOLUTION  
R-2017-03, APPROVAL OF CONTRACTS FOR PROBATIONARY  
AND NON-PROBATIONARY FACULTY**

**R-2017-04**

**WHEREAS:** *The Probationary Second-Year 9-month contracts were approved at the January 18, 2017 Board of Trustees meeting under resolution R-2017-03, and*

**WHEREAS:** *it has been determined that the approval to issue the “memos of intent” to Renda Cline and Emily Herold for renewal of contract was not due to come before the Board until March, 2017 along with the other firstyear faculty, and*

**WHEREAS:** *it has been determined that the contract dates for Sara Marchak were in error on that resolution, and that the Board of Trustees had previously considered her contract renewal with the correct dates at their October 19, 2016 meeting under resolution R-2016-34.*

**NOW, THEREFORE, BE IT RESOLVED:** *that the Board of Trustees of North Central State College rescinds the Probationary Second-Year 9-Month Contract section of resolution R-2017-03, which included the three faculty members named above.*

*(see below)*

**CONSIDERATION OF APPROVAL OF CONTRACTS FOR  
PROBATIONARY AND NON-PROBATIONARY FACULTY**

**R-2017-03**

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

**THREE-YEAR NON-PROBATIONARY 9-MONTH CONTRACT  
(August 2017 through May 2020)**

*Jennifer Adkins  
Christine Barker  
Karen Danielson  
Dorie Ford  
Doug Kranch  
Janny Nauman  
Vickie Rose  
Michelle Slattery  
Tonya Stanger*

*Anne Strouth  
Justin Tickhill  
William Urban  
Gary Wood*

***PROBATIONARY FOURTH-YEAR 9-MONTH CONTRACT***

***(June 2017 through May 2018)***  
*Jesse Payne*

***PROBATIONARY THIRD-YEAR 9-MONTH CONTRACT***

***(August 2017 through May 2018)***  
*Lynn Jones  
Christine Lynch  
Ryan Miller*

***~~PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT~~***

***~~(August 2017 through May 2018)~~***  
*~~Renda Cline  
Emily Herold  
Sara Marchak~~*

***12-MONTH FACULTY CONTRACT (GRANT FUNDED)***

***(June 2017 through May 2018)***  
*Dawn Fagan*

*\* amended as proposed by resolution R-2017-04 dated 02/22/2017*

**ACTION TAKEN:** Ms. Linda Nelson moved for approval of resolution R-2017-04. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

**B. Treasurer's Report for January 31, 2017 – Mr. Koffi Akakpo**

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending January 31, 2017. He stated that revenues for the month totaled \$1,188,347. Expenditures were \$1,212,034 leaving a deficit of \$23,687. Year-to-date revenues totaled \$14,955,489. Year-to-date expenditures totaled \$8,517,524 leaving an excess of \$6,437,965. The Star Ohio month-end balance for January 2017 is \$1,025,298. Mr. Akakpo described the trends shown in the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators. Mr. Akakpo had no further special notes for this report.

**ACTION TAKEN:** Ms. Linda Nelson moved for approval of the Treasurer's Report for the period ending January 31, 2017. Dr. Dwight McElfresh seconded the motion and the motion carried unanimously.

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

Board Chair, Ms. Elisabeth Morando introduced Mr. Pat Heydinger of the OSU-M Advisory Board and gave him the floor for some remarks. Highlights from Mr. Heydinger's update included:

- There are concerns over the budget at the State level and its impact on the University's budget development for the coming year.
- They are working to fill the loss of their student trustee and are currently reviewing three applicants.
- With the loss of Trustee, Dan Deville and potentially three more next year, they are looking at the nature and composition of the Board.
- On March 2<sup>nd</sup>, the OSU Provost is coming to the Mansfield Campus
- On March 3<sup>rd</sup>, OSU President, Dr. Drake is coming to Mansfield to meet with the community at Café on Main and then will meet with students around 2:00pm.
- Because of the infrequency of their Board meetings, the Board is considering a once a month conference call and would like to consider establishing a Joint Board meeting (as is done in December) in the summer as well.

## VIII. POLICY GOVERNANCE

### A. Discussion of Agenda Planning

Ms. Elisabeth Morando called for **Owner Connections** with recent activities to share. Ms. Linda Nelson shared an article in the Galion Enquirer entitled, *NC State gets more scholarship funds*. Ms. Nelson circulated the article for trustees to see. Mr. Steven Stone reported his participation in the Veterans Lunch today in the Veteran's Lounge to promote the Welcome Johnny and Jane Home Program. The event was well attended with between 20-30 present. Ms. Pamela Mowry reported on her attendance with others at a State Representatives co-located campuses meeting in which Senator Keith Faber was present. There was discussion of the governance issue and the charge of NC State compared to OSU-M. There was acknowledgement that the relationship between the two institutions on the Mansfield Campus serves as the model for cooperation between institutions on co-located campuses.

### C. Board Policy Governance Training (IAW 02.70) – Ms. Elisabeth Morando

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. Dr. Dwight McElfresh led the rehearsal exercise for scenario 4.6 that asks "*Does Policy Governance preclude Board-Staff dialogue?*" *In the scenario, To preclude inappropriate discussions between board and staff members, the CEO prohibits staff members from socializing with board members in any context unless*



*they first get permission from the CEO. Board members question the propriety of such a staff policy. What should they 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 2.0, 2.1, and 2.2 was led by Ms. Elisabeth Morando.

## **IX. BOARD CHAIRPERSON REPORT- Ms. Elisabeth Morando**

### **A. 2016 Financial Disclosure Statement Filing**

Ms. Elisabeth Morando reminded Trustees of the annual financial disclosure statement (FDS) filing deadline of Monday, May 15, 2017.

### **B. 2017 Ethics Training Reminder & Group Training Discussion**

Ms. Elisabeth Morando reminded Trustees of their annual Ethics Training requirement and called for discussion of alternatives available as well as opportunities for Trustees to train together. Trustees are always welcome to visit the Ohio Ethics Commission website to enroll in activities to fulfill their requirement. Towards the latter part of the calendar year, the Board will attempt to conduct a group training opportunity to complete requirements for those who have not yet done so or those who wish to participate with the group. Trustees were cautioned however, that if they wait until the group training activity and then must miss the meeting for some reason, they will be left to complete their training prior to the end of the year on their own.

### **C. Adjustments to the 2017 BOT Meeting Schedule**

Ms. Elisabeth Morando called for discussion of a schedule conflict with the September 27, 2017 meeting date. Dr. Dorey Diab pointed out that the September 27<sup>th</sup> meeting date will occur in the midst of the 2017 ACCT Leadership Congress. His recommendation is to hold the September 2017 regular meeting the week prior on Wednesday, September 20, 2017 to avoid this conflict. Following some discussion, the Board concurred that the date shall be moved to September 20<sup>th</sup> instead of September 27<sup>th</sup>.

### **D. 2017 ACCT Leadership Congress (Call for Presentations)**

Ms. Elisabeth Morando called upon Mr. Steven Stone to discuss his proposal for a presentation at the ACCT Leadership Congress. Mr. Stone distributed a summary of his presentation entitled, *The Adverse Childhood Experiences (ACE) Study: Implications for Students Success*. Following Mr. Stone's proposal, Dr. Dwight McElfresh presented a proposal entitled, *Utilizing Policy Governance to guide an expanded mission to develop programs that meet the needs of the North Central State community*. The Board

concurred that both presentations warranted submission for consideration by the ACCT Presentation Selection Committee and would be supported by the Board.

Ms. Elisabeth Morando called for a show of those planning or not planning to attend the 2017 ACCT Leadership Congress. Those acknowledging attendance included: Ms. Pam Mowry, Ms. Linda Nelson, Dr. Dwight McElfresh, Mr. Steven Stone, Mr. Roger Miller, and Ms. Elisabeth Morando. The expectation was conveyed that Mr. Matthew Smith would also be in attendance. Ms. Janet Pry and Mr. Mark Master conveyed their regrets that they would be unable to attend this year's event.

#### **E. 2017 Leadership Richland Participation Commitments (May 17, 18, and 22)**

Ms. Elisabeth Morando called for discussion of the Leader Richland activity and those who were able to commit to participation on one of the days of the event. Ms. Elisabeth Morando committed to participating on May 22<sup>nd</sup>, Mr. Roger Miller and Ms. Janet Pry committed to participating on May 17<sup>th</sup>, and Mr. Mark Masters committed to participating on May 18<sup>th</sup>. All presentations by NCSC Board members will take place on their prescribed dates between 9:00am and 2:00pm in the Gorman Room (165) of the Fallerius Building.

### **X. EXECUTIVE SESSION**

The Chair called for an Executive Session at 7:00 p.m. Dr. Dwight McElfresh made a motion and it was seconded by Ms. Pamela Mowry to adjourn to Executive Session to discuss Collective Bargaining Matters. Ms. Morando 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 – “yes”  
Mrs. Pamela Mowry – “yes”  
Mrs. Linda Nelson – “yes”  
Mrs. Janet Pry – “yes”  
Mr. Matt Smith – not present  
Mr. Steve Stone – “yes”

At 7:38 p.m., the Chair, Ms. Elisabeth Morando declared the Executive Session concluded and the Regular Session resumed.

### **REGULAR SESSION RESUMED**

### **XI. MEETING EVALUATION – Ms. Elisabeth Morando**

Ms. Elisabeth Morando called for discussion of today's meeting. Dr. Dwight McElfresh submitted that there seemed to be a lot of Means issues although he appreciated keeping the Board informed.

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

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, March 22, 2017 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. Elisabeth Morando declared the meeting adjourned at 7:40 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair