

**North Central State College
Board of Trustees' Meeting
April 26, 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 (5:35pm)
Dr. Dwight McElfresh
Mr. Roger Miller
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, Mr. Victor Barnett, Ms. Taylor Elliott, Ms. Brandie Estes-Gladdon were present representing Student Leadership; Ms. Kimberly Lybarger, Honors College Coordinator was present with Mr. Connor Moreton and Ms. Julie Lender to present their latest Honors College projects; and Ms. Pam Siegenthaler 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: tending to the Required Approvals Agenda which will include the granting of Emeritus Status for two retiring faculty member, and an Executive Session to discuss Collective Bargaining.

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

A. **Honors College Presentations**

Dr. Dorey Diab introduced Ms. Kimberly Lybarger, Coordinator for the Honors College to introduce today's presentations. Ms. Kimberly Lybarger shared some information about the Honors College and introduced Mr. Connor Moreton and Ms. Julie Lender. Mr. Moreton's project involved conducting a student survey to collect quantitative and qualitative data on various elements of the College's Strategic plan from the student perspective. Mr. Moreton reviewed the process he used in the collection of these data elements through a focus group. Ms. Julie Lender's project involved the development of a Peanut Butter and Jelly foodbank for those in need. The project was termed "Spread the Love" because of the universality and versatility of the Peanut Butter and Jelly sandwich that can be easily and inexpensively made by the young and old alike. The concept evolved from her internship work at the local Salvation Army. Following the presentations, the Board conveyed their thanks to the students for their work on these meaningful projects. Dr. Diab also issued his kudos to Ms. Kimberly Lybarger for her work coordinating the activities and membership of the prestigious North Central State Honors College.

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

Dr. Dorey Diab introduced PTK President, Ms. Archie Miller to present both the Phi Theta Kappa Update and the Sigma Alpha Pi Update:

Phi Theta Kappa:

- The Chapter had its spring induction on Sunday, April 23rd. The Ohio Region Vice President, Steven Barimah spoke about the benefits of being a member of Phi Theta Kappa. The Ohio Region Central District Representative, Hannah Dion spoke about the importance of being engaged as a member and within the region.
- Student of the Year luncheon was on 4/20/2017. Keturah Crouch, College Now student, was recognized for being chosen as student of the year. Matia Porter, Digital Media major, was recognized as student of the year runner up. Both were given \$250 scholarship for their commitment and leadership.
- New officers have been chosen for the 2017-2018 academic year:
 - New President is Brandi Estes-Gladden,
 - New Vice Presidents are Taylor Elliott, Izzy Zhong, and Raelene Harris.
 - Continuing Vice Presidents are Victor Barnett and Suzan Ramahi.
 - Archie Miller and Keturah Crouch are graduating in May.
- The Chapter will be making a decision on the coming year's Honor topic within the next month and beginning our research.

- The Chapter is preparing to start our service project with the Ontario Fourth of July Festival, collecting donations and raffle items.
- Members will be selling roses at graduation for a fundraiser. Flowers will be purchased from Pioneer Career & Technology Center.
- Seven of our members attended the Hall of Excellence Dinner at the Kehoe Center on April 19th and enjoyed Chris Spielman's presentation.
- Chapter members participated in a focus group held by Raelene Harris, PTK VP and honors student.

Sigma Alpha Pi (SAP) The National Society of Leadership and Success:

- The induction ceremony is on Sunday, April 30th at the Kehoe Center at 2:00. This year, SAP had 188 members join, and 73 students who completed the steps for induction.
- SAP students did 1200 hours of community service.
- At the next board meeting, SAP Officers will share the work SAP members have done within the community.
- SAP will be having their eboard retreat on May 23rd, where their newly appointed officers will undergo officer training and will plan for next year's events. The SAP retreat will be held at the Landoll's Mohican Castle.
- SAP is on track to earn 9 out of 10 pillars, which means they will be designated as one of the top 10% chapters, and will earn a \$1800 discount on their yearly dues.

C. North Central State College Foundation Development and Update

Dr. Dorey Diab recapped the inductees to the NCO Hall of Excellence (Dave Williamson and Bob Turner). He reported that the attendance for the Hall of Fame was over 200 attendees. The event was a success and the comments from the guest speaker, Chris Spielman, were very well received.

D. General Updates

- Joint Advisory Committee Meeting – President Diab reviewed the process for obtaining strategic planning input from the committee and shared some of the initial trends that the data suggests. More to come at the BOT Planning Retreat.

- Social Justice Council Recommendations – President Diab shared the council’s concern for presenting a stronger focus on the College’s position on Equity. The council is working on a recommendation to bring to the President’s Cabinet and then to the Board for consideration.
- New Campus Entrance Project – President Diab shared some of the discussion relative to the development of the new campus entrance project. Trustee, Dr. Dwight McElfresh asked if it was eligible for capital project funding. President Diab indicated that it may or may not.
- Fulbright Scholar Trip to Russia – President Diab shared some of the educational highlights of his trip to Russia and a look inside their higher education system.
- Cyber-Security Student Sponsorship – President Diab informed the Board that Mr. Wesley Burson is a student in our Cyber-Security Program who is traveling to Florida to participate in a trade skill competition at the national level. To assist and encourage him in this endeavor, the College has agreed to sponsor \$1,000 of his expenses. Following his competition, Mr. Burson will be asked to present the results of his competition and to share the highlights of his experience with the Board at an upcoming meeting.
- TRIO Awards – President Diab recapped some of the accolades and recognition of our students and staff at the annual TRIO Awards Luncheon hosted by TRIO Director, Ms. Ashley Benson and her staff. It was a very nice event and demonstrates the hard work and effort that is put in by all to make this program work for the success of our students.

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. Linda Nelson and seconded by Mr. Steve Stone and passing unanimously, the following items were approved:

A. Approval of Minutes for March 22, 2017 “Regular Meeting”

REGULAR AGENDA

A. Consideration of Approval of Designation of Emeritus Status for Mr. Kenneth Ekegren – R-2017-10 - Dr. Dorey Diab

CONSIDERATION OF APPROVAL OF DESIGNATION OF EMERITUS STATUS FOR

MR. KENNETH J. EKEGREN

R-2017-10

WHEREAS: *in accordance with Board Resolution R-1998-20, and the NCState – NCFA-AAUP Collective Bargaining Agreement dated August 27, 2014, qualified retiring faculty members may be recommended for the designation of Emeritus status, and*

WHEREAS: *Mr. Kenneth Ekegren, who after 24 years retired as an Assistant Professor of Mechanical Engineering Technology, has met all qualifications, and*

WHEREAS: *Mr. Kenneth Ekegren has requested consideration for Emeritus status, has been approved by the regular bargaining unit faculty of his division and is endorsed by the Vice President, Academic Services and the President’s Staff.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees, that Mr. Kenneth J. Ekegren is granted Emeritus Status.*

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2017-10 Consideration of Designation of Emeritus Status for Mr. Kenneth Ekegren. Ms. Pamela Mowry seconded the motion and the motion carried unanimously. Dr. Dwight McElfresh added that Professor Emeritus Ken Ekegren retires from the College with great distinction and much thanks for all he’s done over the years to bring the college national and world recognition.

B. Consideration of Approval of Designation of Emeritus Status for Mr. Randy Storms – R-2017-11 - Dr. Dorey Diab

CONSIDERATION OF APPROVAL OF DESIGNATION OF EMERITUS STATUS FOR

MR. RANDY R. STORMS

R-2017-11

WHEREAS: *in accordance with Board Resolution R-1998-20, and the NCState – NCFA-AAUP Collective Bargaining Agreement dated August 27, 2014, qualified retiring faculty members may be recommended for the designation of Emeritus status, and*

WHEREAS: *Mr. Randy Storms, who after 30 years retired as an Assistant Professor of Electronic Engineering Technology, has met all qualifications, and*

WHEREAS: *Mr. Randy Storms has requested consideration for Emeritus status, has been approved by the regular bargaining unit faculty of his division and is endorsed by the Vice President, Academic Services and the President’s Staff.*

NOW, THEREFORE, BE IT RESOLVED: *by the Board of Trustees, that Mr. Randy R. Storms is granted Emeritus Status.*

ACTION TAKEN: Ms. Linda Nelson moved for approval of resolution R-2017-11 Consideration of Designation of Emeritus Status for Mr. Randy Storms. Ms. Janet Pry seconded the motion and the motion carried unanimously. Dr. Dwight McElfresh added that while he tends to work more quietly in the background, Professor Emeritus Randy Storms retires from the College with great distinction and much thanks for all he's done to bring the college and our students national recognition through the success of the Mechatronics Club among other endeavors.

C. Treasurer's Report for March 31, 2017 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending March 31, 2017. He stated that revenues for the month totaled \$665,938. Expenditures were \$2,854,878 leaving a deficit of \$2,188,940. Year-to-date revenues totaled \$16,334,335. Year-to-date expenditures totaled \$12,585,715 leaving an excess of \$3,748,621. The Star Ohio month-end balance for March 2017 is \$1,027,912. Mr. Akakpo pointed out the effect of the CCP write off and the Tuition Freedom program and the shared services payment to OSU-M. He further described the trends shown in the new Tracking of Monthly Cash Flow feature as well as the dashboard indicators and pointed out the trends that were normal for this stage of the budget cycle and those that are not normal but expected. Mr. Akakpo had no further special notes for this report.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending March 31, 2017. Mr. Mark Masters seconded the motion and the motion carried unanimously.

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Ms. Elisabeth Morando introduced Ms. Pamela Siegenthaler of the OSU-M Advisory Board (filling in for Student Trustee, Ms. Melody Hartle who was unable to attend) and gave her the floor for some remarks. Highlights from Ms. Siegenthaler's update included:

- OSU-M is preparing for their spring graduation ceremony
- The OSUM Board is looking forward to their participation in this year's LeaderRichland activities.
- The OSU-M Board is hoping to form a Joint Capital Planning Committee with North Central State College to explore Capital Planning for the Campus. The committee would be comprised of the following positions with one coming from OSU-M and the other coming from NCSC:
 - (2) Members of the Board of Trustees
 - (2) Chief Finance Officers
 - (2) Facilities Directors
 - (2) Information Technology Directors

- The new Entrance Project would not be included in the projects for this committee
- Projects for this committee would include:
 - Energy Conservation
 - LED Lighting
 - Exterior Cameras and Lighting
 - Roofing Project for the Child Development Center
 - Renovation of the Campus Recreation Center (\$2.4M)
- There will be \$2M Capital Funding for all of Ohio's campuses for repaving parking lots, roadways, and walkways.
- Ms. Siegenthaler pointed out that OSU-M does not get funding from the main campus for capital projects. The only capital project funding they get is from the State of Ohio

Board Chair, Ms. Elisabeth Morando shared notes from Trustee, Matthew Smith who represented the NCSC Trustees at the OSU-M Board meeting. Highlights included:

- New campus entrance project is coming in at a cost of \$1.7M and is currently running short on funding.
- The route 39 entrance has a new garden project coming
- The Campus District Project now has landowners included
- OSU-M Trustees are participating in Leader Richland
- Using Springfield Learning Center, April 29 is Science Saturday!
- Recreation Center needs lighting on walk ways

Board Chair, Ms. Elisabeth Morando called for a Trustee to represent the NCSC Board at the OSU-M Board meeting on May 11, 2017. Ms. Linda Nelson volunteered to attend.

VIII. POLICY GOVERNANCE

A. Discussion of Agenda Planning

Ms. Elisabeth Morando called for **Owner Connections** with recent activities to share. She noted that there have been several College activities including: The NCO Hall of Excellence, the Board T-Shirt sponsorship with Phi Theta Kappa in their hosting of the regional meeting, the POM, the All-Ohio Academic Team Luncheon, and lots of discussion over the College Credit Plus program and the Tuition Freedom Scholarship Program.

Mr. Mark Masters pointed out discussion he heard about students dropping out of the Tuition Freedom Scholarship program but perhaps there is more to the story. There is a negative perception about the program by some in the community. He pointed out that we

need to tell the whole story on why students are dropping out, how some are coming back even as part-time students, and emphasize the advantages of the program.

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. Mr. Steven Stone led the rehearsal exercise for scenario 6.5 that asks “*Ownership Linkage: Now What?*” *In the scenario, The board’s Ownership Linkages Committee has had very positive meetings with an organization representing a segment of the ownership. The committee wants to follow through to ensure that operational ideas suggested in the meeting are implemented. What should the board 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 2.6, 2.7, 2.8, and 2.9 was led by Ms. Linda Nelson.

Ms. Nelson called the Board’s attention to policy 2.75. While the version of the policy included in the Board Package was not the latest version and did not show the correct month for the CEO evaluation, she would conduct her review of this policy from the correct version from the Board of Trustees webpage that did show the corrected month for the CEO evaluation. From the discussion, President Diab pointed out that the date for the conclusion of the cycle listed in policy 2.71 was not correct as the College’s fiscal year ends on June 30th rather than July 31st therefore, he would bring a corrected version of this policy to the next meeting for the Board’s consideration of approval. All other policies were correct and still relevant as presented.

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. All-Ohio Academic Team Luncheon (April 20th)

Ms. Elisabeth Morando announced that the highlights from the All-Ohio Academic Team Luncheon had already been discussed during the Owner’s Connections segment and asked if anyone had anything to add.

C. Alumni Graduation Picnic & Graduation Ceremony (May 11th & 12th)

Ms. Elisabeth Morando reminded Trustees of the Alumni Association's Graduate Picnic that will take place during lunchtime on May 11th (the Thursday prior to graduation). Trustees were also reminded of the Spring Graduation that will take place the evening of Friday, May 12th at the Campus Recreation Center and encouraged all who were able to attend. Mr. Stephen Williams distributed VIP passes to all the Trustees who indicated they were planning to attend.

D. OACC Annual Conference (June 7 & 8, Terra Community College)

Ms. Elisabeth Morando called for a show of those planning to attend the OACC Annual Conference in June. Ms. Elisabeth Morando, Ms. Pam Mowry, Ms. Janet Pry, Mr. Steven Stone, and Mr. Roger Miller indicated that they would not be able to attend. Dr. Dorey Diab indicated that he and Mr. Koffi Akakpo were planning to attend and that he had heard from Trustee, Matt Smith that he was planning to attend. Ms. Linda Nelson indicated that she would have to check her schedule and follow-up with her ability to attend.

E. 2017 ACCT Leadership Congress (Call for Presentations)

Ms. Elisabeth Morando called for a recap of the presenters at this year's ACCT Leadership Congress. Those participating in the Pre-Congress Academy were: Dr. Dorey Diab, Dr. Dwight McElfresh, Mr. Matthew Smith, Ms. Elisabeth Morando, and Mr. Stephen Williams. Those participating in the Concurrent Session presentation were: Dr. Dorey Diab, Dr. Dwight McElfresh, Mr. Matthew Smith and Ms. Elisabeth Morando.

Ms. Elisabeth Morando called for a discussion on selecting a Trustee to serve as the voting delegate for NC State. Following a brief discussion, Trustees felt that Mr. Matthew Smith had been serving in that capacity for the last few years and would likely agree to once again serve as the NCState voting delegate this year as well.

F. Self-Assessment Survey

Ms. Elisabeth Morando called for a discussion of the current self-assessment tool executed through the Survey Monkey instrument. Trustees felt that the tool was useful and necessary however, it was time to review the questions, as some seemed a bit redundant and may better focus on the information this Board will find useful for improving its performance. Ms. Elisabeth Morando directed that the questionnaire for the self-assessment survey be provided to the trustees for review and discussion at the next board in preparation for developing the instrument for the next evaluation period.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 7:35 p.m. Ms. Linda Nelson made a motion and it was seconded by Ms. Janet Pry 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 by the majority of members present. Mr. Mark Masters indicated that he was unable to stay for the executive session and needed to depart.

Mr. Mark Masters – “no”
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 8:09 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. Trustees indicated that the student presentations were great and they are looking forward to the report from Mr. Wesley Burson from his competition in cyber-security. Trustees thanked Dr. Dorey Diab for the photos from his Fulbright Scholar trip to Russia. OSU-M Trustee, Ms. Pamela Siegenthaler added that she thought the shared meeting between institutions was working well.

XII. TIME AND PLACE OF NEXT MEETING

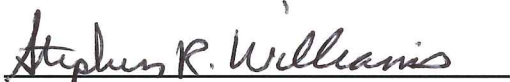
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, May 24, 2017 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

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 8:17 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair