

**North Central State College
Board of Trustees' Meeting
June 28, 2017**

I. CALL TO ORDER

The Chair, Ms. Elisabeth Morando called the meeting to order at 4:00 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:

Mr. Mark Masters
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 Dr. Karen Reed and Mr. Koffi Akakpo; Ms. Margaret Puckett was present representing the Faculty; and Dr. James Goudy was present representing The Ohio State University 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 required approvals agenda, approvals of the budget and personnel contracts, the consideration of a tuition increase and the discussion of a solar energy program. Tonight's meeting will include an executive session to discuss collective bargaining matters without any further business expected following the executive session.

V. PRESIDENT'S REPORT – Dr. Dorey Diab

President Diab explained that the President's Report will be deferred and provided as part of the Board's Annual Planning Retreat following the regular meeting.

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 Ms. Linda Nelson and seconded by Ms. Pamela Mowry and passing unanimously, the following items were approved:

A. Approval of Minutes for May 24, 2017 “Regular Meeting”

A. Consideration of Approval of Status Change – R-2017-15

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2017-15

STATUS CHANGE

BE IT RESOLVED: *by the Board of Trustees that the following staff members are hereby awarded the following status changes:*

BEGINNING July 3, 2017

*Melanie Reynolds, Assistant Director
SALARY from \$31,749.54 to \$37,571.76*

BEGINNING July 3, 2017

*Michelle Moore, Early Head Start Family Visitor
SALARY: \$10.42/hr. (no change)*

BEGINNING July 3, 2017

*Mary Price, Teacher Assistant
SALARY: \$9.24 hr. (no change)*

BEGINNING July 3, 2017

*Rita Moore, Family Visitor
SALARY: \$31,749.54 (no change)*

Explanation of Status Changes:

Melanie Reynolds moved from Child and Family Coordinator to Assistant Director, Child Development Center.

Michelle Moore moved from part-time to full-time as Early Head Start Family Visitor.

Mary Price moved from part-time to full-time as Teacher Assistant.

Rita Moore moved from Healthy Families Coordinator to Family Visitor to replace Brenda Shone.

B. Consideration of Approval of Employment of College Personnel – R-2017-16

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

NEW HIRES

R-2017-16

BE IT RESOLVED: by the Board of Trustees that the following staff members are hereby employed at the salary and dates stipulated below:

BEGINNING JUNE 12, 2017

Alyssa Gregory, Administrative Assistant, CDC
Bachelor degree in English, Ohio Wesleyan University
SALARY: \$12.25/hr.

BEGINNING JUNE 19, 2017

Tara Hines, Academic Advisor
Master's in Public Administration, Cleveland State University
SALARY: \$34,014.78

BEGINNING JULY 1, 2017

Brad Copeland, Police Academy Commander
Associate of Applied Science, Hocking Technical College
SALARY: \$18.75/hr.

BEGINNING JULY 3, 2017

David Murray, Dean of Liberal Arts
Master of Arts, Steven Austin State University
SALARY: \$80,000/yr.

BEGINNING JULY 5, 2017

Christine Copper, Foundation Executive Director
Bachelor of Science, University of Phoenix
SALARY: \$72,500

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2017-16

*Alyssa Gregory was hired as Administrative Assistant at the CDC to replace Ashley Brown.
Tara Hines was hired as Academic Advisor.
Brad Copeland was hired as Police Academy Commander to replace Sam Wade who passed away.
David Murray was hired as Dean of Liberal Arts to replace Gregg Busch who resigned.
Christine Copper was hired as Foundation Executive Director to replace Scott Heimann.*

REGULAR AGENDA

A. Treasurer's Report for May 31, 2017 – Mr. Koffi Akakpo

Mr. Koffi Akakpo presented the Treasurer's Report for the period ending May 31, 2017. He stated that revenues for the month totaled \$770,187. Expenditures were \$1,412,279 leaving a deficit of \$642,092. Year-to-date revenues totaled \$17,828,574. Year-to-date expenditures totaled \$15,108,847 leaving an excess of \$2,719,727. The Star Ohio month-end balance for May 2017 is \$2,031,298. 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 been paid to OSU-M.

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

B. Consideration of Approval of Proposed Tuition Increase – R-2017-17 – Dr. Dorey Diab/Mr. Koffi Akakpo

CONSIDERATION OF APPROVAL OF TUITION INCREASE

R-2017-17

WHEREAS: *the Board of Trustees of North Central State College is committed to providing access to a high quality and affordable education, and*

WHEREAS: *there is a consideration by the legislature in the next biennium, to allow Ohio public colleges to increase tuition, and*

WHEREAS: *tuitions and fees have remained flat over the last two years and there is a need to balance the budget and increase the reserve ratio which remains below the State's average for community colleges, and*

WHEREAS: *North Central State College tuition remains very affordable especially in comparison to other nearby colleges and universities.*

NOW, THEREFORE, BE IT RESOLVED: *that the Board of Trustees hereby authorizes an increase in base tuition by the amount allowed per credit hour as approved in the FY 2017 and 2018 State of Ohio Budget for fall semester 2017 starting immediately.*

Dr. Dorey Diab explained that the State budget discussion included the opportunity for two-year colleges to offset some of the budget shortages through the increase of tuition. This was especially essential for colleges who have traditionally had a lower than average tuition rate. At this time, it is unknown what the final allowance for tuition increase will

be however, the College should position itself to take full advantage of the opportunity the State provides in order to bridge some of the expense gaps that exist through diminishing subsidy and by keeping tuition as low as possible.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2017-17 Consideration of Approval of Tuition Increase. Mr. Roger Miller seconded the motion and the motion carried unanimously.

C. Consideration of Approval of 2017-2018 Budget – R-2017-18 – Dr. Dorey Diab/Mr. Koffi Akakpo

**CONSIDERATION OF APPROVAL OF
2017-2018 OPERATING BUDGET**

R-2017-18

WHEREAS: *the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2017-2018 Operating Budget, and*

WHEREAS: *the Board of Trustees acknowledges that the allocation of payroll expenditures includes an increase in compensation for all full-time staff of two percent or eight hundred dollars (whichever is greater) and for all full-time faculty in accordance with year-one of the collective bargaining agreement applied to the employee's base for fiscal year 2018, and*

WHEREAS: *the Board of Trustees acknowledges that the allocation of expenditures for employee fringes includes an increase in the employee participation rate for healthcare coverage that will go from thirteen percent to fourteen percent, 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 2017-2018 Operating Budget of the College is hereby adopted as presented.*

FY 2018 Vs. FY 2017 Total Revenues

Revenues	Approved FY 2017	Proposed FY 2018
State Appropriations	\$ 7,660,000	\$ 7,730,000
Student Tuition and Fees	\$ 10,113,945	\$ 10,741,432
Other Revenues	\$ 310,250	\$ 174,305
University Center	\$ 45,000	\$ 40,000
Capital Debt Service	\$ 100,000	\$ 80,000
Child Development Center	\$ 483,000	\$ 455,000
Workforce & Community Dev.	\$ 101,000	\$ 101,000
Facilities	\$ 67,465	\$ 60,100
Total Revenues	\$ 18,880,660	\$ 19,381,837

FY 2018 Vs. FY 2017 Total Expenditures

Expenditures	Approved FY 2017	Proposed FY 2018
Payroll	\$ 7,777,971	\$ 7,805,886
Fringes	\$ 3,301,202	\$ 3,234,818
Printing	\$ 61,200	\$ 61,200
Advertising	\$ 171,950	\$ 174,190
Postage	\$ 65,700	\$ 65,700
Shared Campus Expense	\$ 1,150,000	\$ 1,150,000
Professional Development	\$ 266,881	\$ 187,251
Grants and Scholarships	\$ 1,115,000	\$ 1,320,000
Equipment Lease and Rental	\$ 113,367	\$ 64,300
New Equipment	\$ 197,482	\$ 342,482
Professional Fees	\$ 254,018	\$ 242,372
All Other Expenses	\$ 2,384,446	\$ 2,605,965
Child Development Center	\$ 412,280	\$ 447,691
Corporate	\$ 132,461	\$ 215,512
Facilities	\$ 1,426,702	\$ 1,414,470
Contingency	\$ 50,000	\$ 50,000
Total Expenditures	\$ 18,880,660	\$ 19,381,837

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of 2017-2018 Operating Budget. Ms. Janet Pry seconded the motion and the motion carried unanimously.

D. Consideration of Approval of College Personnel Employment Contracts
– R-2017-19 – Dr. Dorey Diab/Mr. Koffi Akakpo

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

R-2017-19

BE IT RESOLVED: *by the Board of Trustees that contracted College personnel are hereby awarded such employment agreements at the salary and dates stipulated in accordance with the previously approved 2017-2018 budget under Resolution 2017-18*

ACTION TAKEN: Ms. Linda Nelson moved for approval of resolution R-2017-19 Approval of College Personnel Employment Contracts. Ms. Pamela Mowry seconded the motion and the motion carried unanimously.

E. Discussion of Solar Energy Program – Dr. Dorey Diab

Dr. Diab called to defer the discussion of a Solar Energy Program to a later meeting as details are still being developed.

VII. OSU-MANSFIELD BOARD OF TRUSTEES GUEST REPORT

Board Chair, Ms. Elisabeth Morando introduced Dr. James Goudy of the OSU-M Advisory Board and gave him the floor for some remarks. Dr. Goudy offered some of the highlights from the September 21st meeting of The Ohio State University at Mansfield Advisory Board meeting. Highlights included:

1. Dr. Stephen Gavazzi is no longer with the Mansfield Campus.
2. Dr. Norman Jones will be acting Dean while a statewide search is conducted.
3. Mr. Mike Carrol has been appointed as the new Student Trustee
4. Ms. Kelly Blay will serve as the new Trustee to replace Mr. Dan DeVille
5. The new slate of officers are:
 - a. Mr. Michael Howard, Chair
 - b. Ms. Teresa Purtiman, Vice Chair
 - c. Ms. Charla Irvin, Secretary

POLICY GOVERNANCE

A. Discussion of Agenda Planning (IAW 02.72) – Ms. Elisabeth Morando

Mr. Roger Miller reported that they may be hiring an NC State graduate to fill a vacancy at his firm.

Ms. Linda Nelson reported that she, Mr. Roger Miller and Ms. Janet Pry attended the Crawford Success Center Open House. The open house included a health fair. She conveyed kudos and job well-done to those involved as student were there in attendance and were well engaged. The Mobile Training Unit was there and seemed well received.

Ms. Elisabeth Morando brought attention to the Mansfield News Journal article recognizing Mr. Connor Moreton as a Scholar-Athlete from Galion High School (who was also one of our CCP students). In addition to all his accolades it was pointed out that he is also a member of a group known as “Show Tunes.”

B. Board Self-Assessment Survey – Ms. Elisabeth Morando

Ms. Elisabeth Morando called for discussion of the current self-assessment survey being used with the survey-monkey tool and the revised questions discussed previously. The Board decided that the survey should be broken down into two different tools, one to be continued on a monthly basis through the survey monkey tool and the others to be utilized at the annual planning retreat to assess Board performance. Mr. Stephen Williams was directed to revise the survey monkey tool to reflect these changes and send back out to be utilized over the coming year and to develop the survey of those questions to be utilized as part of the Annual Performance Assessment at the annual planning retreat.

VIII. BOARD CHAIRPERSON REPORT- Ms. Elisabeth Morando

A. Recap of highlights from the OACC Annual Conference (June 8-9 Terra CC)

Ms. Elisabeth Morando called on Trustees to share their impressions from the OACC Annual Conference.

Ms. Linda Nelson recounted the highlights of both days as such:

Day 1: Focus on Textbook Affordability (OER – Open Education Resources and the Virtual Bookstore)

- Other possibilities
- Belmont’s “Be Connected” through Apple
- Tri-C does not buy textbooks as all are through Barnes & Noble
- Trends for 2010-2016 presented by OACC
- New Campus Entrances

- Campus housing demands (surveys & solutions)

Day2: Included the Awards where Rev. Ricky Branham received the Alumni Award

- Discussion of the New York Times article
- Pathway project update
- Dr. Dorey Diab elected to serve as OACC Board Secretary
- Trip went to Putt-n-Bay

Dr. Dorey Diab reported that our ACCT Concurrent Session presentation was approved.

B. Proposed Meeting Dates for 2018

Ms. Elisabeth Morando called for a discussion of the proposed meeting schedule for 2018. Ms. Linda Nelson pointed out that the date for December was listed as the 7th which is not a Wednesday. The correct date of December 5th was noted and will be corrected on the final schedule. Hearing no further discussion in changing the proposed dates at this time, the schedule stood accepted as amended.

IX. EXECUTIVE SESSION

The Chair called for an Executive Session at 4:43 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. Elisabeth Morando explained that she did not expect any further business following the executive session. A roll call vote on the motion was approved 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 4:57 p.m., the Chair, Ms. Elisabeth Morando declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

X. MEETING EVALUATION – Ms. Elisabeth Morando

Ms. Elisabeth Morando called for discussion of today's meeting. Trustees noted that the meeting was quick, to the point, and followed the agenda.

XI. TIME AND PLACE OF NEXT MEETING


The next Regular meeting of the Board of Trustees is scheduled for Wednesday, August 23, 2017 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

XII. 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 4:59 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Board Chair