

**North Central State College
Board of Trustees' Meeting
June 23, 2021**

I. CALL TO ORDER

NOTE: Due to the continuing circumstances brought about by the COVID-19 pandemic, the offices of the Ohio Attorney General, the Secretary of State have temporarily extended Trustee participation in Regular Open Meetings via teleconference and similar means beyond December 1, 2020. Such participation may also be counted for Trustee attendance and applied towards meeting quorum requirements for that meeting. This was based on extended legislation under section 12 of House Bill 197_06. This meeting was held in a hybrid format with some participants attending in-person in 164 of the Kehoe Center and others online via Zoom.

Chair Smith called the meeting to order at 4:03 p.m. in a Zoom hybrid meeting space. At that time, he asked all to rise and join him in reciting the pledge of allegiance followed by him reading of the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Mr. Matthew Smith
Ms. Kimberly Winkle
Dr. Dwight McElfresh
Mr. Mark Masters
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

Board Chair, Mr. Matthew Smith asked President Dorey Diab to introduce the guests present. President Diab acknowledged the presence of: Dr. Kelly Gray, Vice President of Academic Services; Ms. Lori McKee, Vice President of Business Services; Ms. Chris Copper, Vice President of the College Foundation; Ms. Brandel Boyd representing the Staff Caucus and Ms. Kelly Blay representing the OSU-Mansfield Advisory Board.

IV. FOCUS OF THE MEETING – *Mr. Matthew Smith*

Mr. Matthew Smith explained that the primary focus of tonight's meeting will include: an Executive Session to discuss Collective Bargaining Strategies. There will be additional business expected to follow the Executive Session. We will continue with our Required Approval Agenda that will include consideration of the FY 2021-2022 Budget, and our Policy Governance Agenda.

V. OSU-MANSFIELD ADVISORY BOARD REPORT

Board Chair, Mr. Matthew Smith introduced Ms. Kelly Blay of The Ohio State University at Mansfield Advisory Board and granted her the floor for her report. Ms. Blay reported the following:

- 1) We are pleased to announce that Ohio State's in-person RN-to-BSN nursing degree has been approved to be offered on the Mansfield campus. Students can start enrolling now for fall 2021 RN-to-BSN classes at Ohio State Mansfield. This program will articulate with NCSC's RN program: students with an RN degree from NCSC will be able to complete their Bachelor of Science in Nursing degree within three or four semesters, depending on whether they attend full time. Unlike most other RN-to-BSN programs, the one offered at Ohio State Mansfield will have our low tuition rate (30% less than Columbus-campus tuition) and no program fees (a substantial savings). Moreover, graduates of NCSC's RN program will be eligible to apply for the NCSC-Buckeye Scholarship, which was expressly designed for this type of degree pathway (it is for students who complete a degree at NCSC and then pursue a bachelor's degree at Ohio State Mansfield). The RN-to-BSN program begins this fall and will be one of the state's lowest-cost bachelor's degree options for nurses.
- 2) A dedication ceremony was held last week (June 17, 2021) to unveil a state historical marker on our shared campus noting the importance of the last remaining geodetic marker that was part of the Ohio Standard Baseline (OSB) project. The OSB was constructed between 1965 and 1966 and consisted of a series of eight concrete pillars spaced along a 500-meter distance. This lone remaining pillar sits at the 250-meter point. It represents Ohio State Mansfield's first research project, which was designed to establish a highly accurate geodetic baseline. A geodetic baseline is a line between two points on the surface of the planet for which the precise distance and direction are known; such a baseline serves as a reference point for surveyors. The OSB measured distance by using light waves, and it was so sensitive that it could detect the pressure of a finger on the cement block. At the time, there were only six projects like this around the world, and the one on our campus was the only one in North America.
- 3) We're excited that 75% of our autumn semester classes will meet in person! Classes will begin August 24. Molyet Village is full, and students will continue to register for fall classes throughout the summer.

VI. PRESIDENT’S REPORT – Dr. Dorey Diab

Dr. Dorey Diab explained that elements of the President’s Report will be included as part of the Retreat.

VII. 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. Elisabeth Morando and passing unanimously, the following items were approved:

A. Approval of Minutes for May 26, 2021 “Regular Meeting”

B. Consideration of Approval of Employment of College Personnel – R-2021-16

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

R-2021-16

NEW HIRES

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

BEGINNING August 12, 2021

Annmarie Adams, Sociology Faculty

Texas Southern University, Sociology Faculty, Master of Arts in Urban Sociology

BEGINNING August 12, 2021

Allyson McCune, PTA Faculty/Program Director

Ashland University, Bachelor’s Degree in Exercise Science

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2021-16

Annmarie Adams is hired as an additional Sociology Faculty

Allyson McCune is hired as PTA Faculty/Program Director to replace Leesa Cox who moved to Assistant Dean of Health Sciences.

VIII. EXECUTIVE SESSION – Mr. Matthew Smith

The Chair called for an Executive Session at 4:11 p.m. to discuss preparing for, conducting, or reviewing collective bargaining strategy. Mr. Smith announced that he does expect there to be further business following the executive session. Ms. Linda Nelson made a motion and it was seconded by Mr. Steven Stone to adjourn to Executive Session. A roll call vote on the motion was approved unanimously by all members in attendance.

Mr. Mark Masters – “yes”
Dr. Dwight McElfresh – “yes”
Mr. Roger Miller – “yes”
Ms. Elisabeth Morando – “yes”
Ms. Pamela Mowry – “yes”
Ms. Linda Nelson – “yes”
Mr. Matt Smith – “yes”
Mr. Steve Stone – “yes”
Ms. Kimberly Winkle – “yes”

At 4:25 p.m., Chair, Mr. Matthew Smith declared the Executive Session concluded and the Regular Session resumed.

REGULAR AGENDA

A. Treasurer’s Report for April 30, 2021 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer’s Report for the period ending May 31, 2021. She stated that revenues for the month totaled \$877,934. Expenditures were \$1,089,465 leaving a deficit of \$211,531. Year-to-date revenues totaled \$19,849,284. Year-to-date expenditures totaled \$13,430,227 leaving an excess of \$6,419,056. The Month End Investment Balance for May 31, 2021 was \$6,111,363 (\$3,051,048 in Star Ohio and \$3,060,315 in Richland Bank). Ms. McKee described the trends that are demonstrated by the Tracking of the Monthly Cash Flow feature as well as the dashboard indicators.

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of the Treasurer’s Report for the period ending May 31, 2021. Mr. Steven Stone seconded the motion and the motion carried unanimously.

B. Consideration of Approval of Supplemental Compensation for Employees of North Central State College – Ms. Lori McKee

**CONSIDERATION OF APPROVAL OF
SUPPLEMENTAL COMPENSATION FOR EMPLOYEES OF
NORTH CENTRAL STATE COLLEGE**

R-2021-20

WHEREAS: recent COVID-19 pandemic circumstances have caused our hard-working and dedicated employees to work exceptionally hard and give extraordinary effort during these challenging times, and

WHEREAS: continuing efforts to enhance the institution's financial condition has had a positive impact as evidenced in the 2020 annual audit report, and

WHEREAS: it is the desire of the President and the Board of Trustees to provide the hard-working and dedicated employees of North Central State College a one-time compensation stipend as a token of appreciation for their efforts during these challenging times, and

WHEREAS: this compensation stipend shall be based on employee status whereby all full-time faculty and staff hired after July 1, 2020 and by March 31, 2021 will receive a one-time stipend of \$500; all part-time staff hired after July 1, 2020 and by March 31, 2021 will receive a one-time stipend of \$250; and adjunct faculty that worked in both Fall semester 2020 and Spring semester 2021 will receive a one-time stipend of \$100; and

WHEREAS: funding for such additional compensation is the result of pain-staking efforts by all employees to establish operational efficiencies and cost saving practices while striving to maintain steady enrollment.

NOW, THEREFORE, BE IT RESOLVED: by the Board of Trustees of North Central State College that the proposed employee one-time compensation stipend is approved.

BE IT FURTHER RESOLVED: that the Board of Trustees of North Central State College wishes to express its sincere appreciation to all College employees for personal resolve in helping the College achieve its mission of service to this north central Ohio region.

ACTION TAKEN: Ms. Pamela Mowry moved for approval of resolution R-2021-20 One-Time Stipend for College Personnel. Ms. Kimberly Winkle seconded the motion and the motion carried unanimously.

C. Consideration of Approval of Operating Budget for Fiscal Year 2021-2022
– R-2021-17 – Ms. Lori McKee

**CONSIDERATION OF APPROVAL OF
2021-2022 OPERATING BUDGET**

R-2021-17

WHEREAS: the Board of Trustees of North Central State College has reviewed the income and expense portion of the proposed 2021-2022 Operating Budget, and

WHEREAS: the Board of Trustees acknowledges that the allocation of payroll expenditures includes: an increase in compensation for all full-time faculty and staff of 3% or \$1,000 to base

salary, or increase to \$11/hour, whichever is greater; a \$.48/hour increase to hourly rate, or 3% increase to hourly rate, or increase to \$11/hour, for designated part-time staff; and

WHEREAS: the Board of Trustees acknowledges that the allocation of expenditures for employee fringes includes an increase in the full-time employee participation rate for healthcare coverage that will go from sixteen percent to eighteen 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 2021-2022 Operating Budget of the College is hereby adopted as presented.

Ms. Lori McKee presented the proposed fiscal year 2021-2022 budget by pointing out the changes made from the budget that was presented at the May meeting.

ACTION TAKEN: Ms. Linda Nelson moved for approval of resolution R-2021-17 FY2021-2022 Operating Budget. Mr. Mark Masters seconded the motion and the motion carried unanimously.

D. Consideration of Approval of College Personnel Employment Contracts
– R-2021-18 – Dr. Dorey Diab/Ms. Lori McKee

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

R-2021-18

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 2021-2022 budget under Resolution 2021-17

ACTION TAKEN: Dr. Dwight McElfresh moved for approval of resolution R-2021-18 Consideration of Approval of College Personnel Employment Contracts. Ms. Pamela Mowry seconded the motion and the motion carried unanimously.

E. Consideration of Approval of Investment Policy for the 2021-2022 Fiscal Year
– R-2021-19- Dr. Dorey Diab/Ms. Lori McKee

**CONSIDERATION OF APPROVAL OF
INVESTMENT POLICY FOR THE 2021-2022 FISCAL YEAR**

R-2021-19

WHEREAS: *the Board of Trustees of the North Central State College District shall operate the College as provided by law under Section 3357.09 of the Ohio Revised code; and*

WHEREAS: *the Board may provide for the investment of district funds as provided by law under Section 3357.10 (C); and*

WHEREAS: *notwithstanding the foregoing or any provision of the Revised Code to the contrary, the board of trustees may provide for the investment of district funds in any manner authorized under section 3345.05 of the Revised Code; and*

WHEREAS: *the Board seeks to establish by policy, a vehicle for ongoing exploration of the most advantageous tools for the investment of district funds per fiscal year.*

NOW, THEREFORE, BE IT RESOLVED: *that the Board of Trustees hereby approves policy 17-04 Investment Policy for the 2021-2022 fiscal year.*

Ms. Lori McKee presented the resolution explaining the necessity for approval of the Investment policy each year along with the approval of the Operating Budget.

ACTION TAKEN: Ms. Linda Nelson moved for approval of resolution R-2021-19 Consideration of Approval of Policy 17-04 Investment Policy. Ms. Kimberly Winkle seconded the motion and the motion carried unanimously.

IX. POLICY GOVERNANCE

A. Discussion of Agenda Planning – Mr. Matthew Smith

1. Review of Actionable Items.

Board Chair, Mr. Matthew Smith reviewed the listing of Actionable Items which Included:

- a. Convey letter of congratulations to Dr. Donna Hight on behalf of the NCSC Board of Trustees – This item was completed following the May meeting.
- b. Executive Committee to confirm that June meeting and annual planning retreat will be a hybrid meeting in 164 of the Kehoe Center. – This item was completed in preparation for this meeting.
- c. Mr. Matthew Smith discussed the importance in having our Diversity data disaggregated to share with the Board at their retreat to help educate the Board on where

we are at. – This item was completed in preparation for this meeting.

d. Board Secretary to send Board Retreat light dinner menu options prior to retreat – This item was completed in preparation for the Board Retreat.

e. Annual Update/Report of College’s Sustainability Position – This item was sent in preparation for and will be presented at the Board Annual Planning Retreat.

f. BOT to receive Annual Performance/Self-Evaluation Trend Analysis for 2020-2021 – This item will be completed later in the agenda.

2. Owners Connections.

Dr. Dwight McElfresh – Shared Dr. Howard Walters’ retirement from Ashland University and conveyed his welcome to Dr. Howard to North Central State College.

Ms. Kimberly Winkle – Ms. Winkle relayed her recent viewing of the College activities on social media and conveyed her Kudos on a job well done.

Ms. Elisabeth Morando - shared that some accounts of the drive-thru graduation, her experience in it as a Trustee and conveyed her kudos to all involved on a wonderful event for our students and their families.

Mr. Matthew Smith – shared that he had been approached regarding the motorcycle safety class being full. Dr. Dorey Diab responded that the Motorcycle Ohio course is ran by the State and the College only leases the physical location (parking lot) of the course.

Ms. Pamela Mowry – announced the Ashland County Veterans Appreciation Event that will be held on August 14th at the Ashland County Airport. The event opens at 11:00am. In the past, the College has had an exhibitor’s booth at the event and could again this year as well.

Ms. Mowry announced that she has been invited to an event tomorrow at the Governor’s residence and would put in some good words on the good things that are happening at the College.

3. Annual Board Self-Assessment Survey Results for 2020-2021

Mr. Matthew Smith asked if all Trustees had the opportunity to review the Annual Board Self-Assessment Survey results for 2020-2021 and called for discussion? Overall, results are positive with some indications of areas for further exploration and improvement.

X. BOARD CHAIRPERSON REPORT- *Mr. Matthew Smith*

A. Follow-up to 2021 OACC Governing Board Meeting (June 17, 2021)

Mr. Matthew Smith recapped the highlights from the June 17th OACC Governing Board meeting. Highlights included:

- FASFA application being simplified,
- Policy Agenda includes Workforce, tech cred, CC+, Oarnet and rural broadband initiatives.
- Fed policies on the ACCT green sheet, including Pell Grant changes and the College Promise.
- The Ohio Capital Budget was approved (\$2.3M to NCSC)
- State budget includes support for community colleges in several areas.

XI. MEETING EVALUATION (IAW 02.16) – *Mr. Matthew Smith*

Board Chair, Mr. Matthew Smith called for a discussion on tonight’s meeting evaluation. Trustees commented that although the meeting was condensed, it stayed on task and provided opportunity for discussion when needed.

XII. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, August 25, 2021 at 5:30 p.m. Location and setting are to be determined pending the State’s pandemic precaution status.

XIII. ADJOURNMENT

The Chair called for any additional information items.

ACTION TAKEN: As there was no further business or information items, the Board Chair, Mr. Matthew Smith declared the meeting adjourned at 5:04 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Mr. Matthew Smith, Board Chair