

**North Central State College
Board of Trustees' Meeting
March 22, 2023**

I. CALL TO ORDER

This meeting was held in a hybrid format with some participants attending in-person in the Board Room (165-Fallerius) and others online via Zoom. Trustee participation was four in person and two online.

Acting Chair, Ms. Elisabeth Morando called the meeting to order at 5:30 p.m. and asked all to rise and join her in reciting the pledge of allegiance followed by her reading of the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Mr. David Bush
Mr. Mark Masters
Ms. Elisabeth Morando
Ms. Linda Nelson (online)
Mr. Patrick Williams (online)
Ms. Kimberly Winkle

Absent:

Ms. Kristin Aspin
Dr. Dwight McElfresh
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced our guest speaker, Ms. Maribeth Eckert of Charles River Laboratories in Ashland. He also introduced Ms. Lori McKee, Vice President of Business Services; Mr. Tom Prendergast, Vice President of Student Services; Ms. Chris Copper, Vice President of College Foundation, Government Affairs and Grants (online); and Ms. Sara Rollo (online) representing the Faculty Caucus. President Diab also introduced Student presenters, Mr. Landon Hyatt, President of Phi Theta Kapp, Ms. Brittany Caldwell, Vice President of Phi Theta Kappa, and Mr. Gaven Remy representing National Society for Leadership and Success (NSLS).

IV. FOCUS OF THE MEETING – Ms. Elisabeth Morando

Ms. Elisabeth Morando explained that since we have virtual participation from at least one of our Trustees, we will have to conduct our voting tonight via the Roll Call voting method. She continued to explain that the primary focus of tonight's meeting will include: an Owners Linkage Board-Ownership activity with our guest presenter from Charles River Laboratories. We will hear reports from our student organizations, our College Foundation and College updates from our president. We also have some board rules and regulations being updated. We will conduct routine business of the College and conduct policy governance training. There will be no executive session.

V. OSU-MANSFIELD ADVISORY BOARD REPORT – Ms. Elisabeth Morando

Board Chair, Ms. Elisabeth Morando explained that since the OSU-M Advisory Board did not meet, there would not be a report for tonight's meeting. She further announced that the next OSU-M Advisory Board meeting, would be held on May 18th and called for a volunteer to represent the North Central State College Board of Trustees.

VI. BOARD-OWNERSHIP ACTIVITY – Ms. Elisabeth Morando

Board Chair, Ms. Elisabeth Morando called upon President Dorey Diab to introduce tonight's Board-Ownership Presentation. Dr. Dorey Diab introduced Ms. Maribeth Eckert, Director of Human Resources for Charles River Laboratories in Ashland, Ohio. Highlights of Ms. Eckert's presentation entitled: "CRL and NCSC Community Partners" was divided into four topic areas:

Who we are.

What we do and why.

How does the work get done, and

Challenges we face and partnership opportunities.

Ms. Eckert explained global services offered by Charles River Laboratories to include: 1. Research Model & Services, 2. Discovery Services, 3. Safety Assessment, 4. Laboratory Sciences, 5. Biologics Solutions, and QC Microbial Solutions. She explained that at Charles River, they are passionate about their role in improving the quality of people's lives. She further stated: our mission, our excellent science and our strong sense of purpose guide us in all that we do, and we approach each day with the knowledge that **our work helps to improve the health and well-being of our families, friends and colleagues across the globe.** Our collective efforts as One Charles River are the key to our success, and we know that every job and every person is important. Every day, each of us strives to make a difference in whatever way we can. She explained that the CRL Mission Statement reads "At Charles River, our purpose is clear, and our passion is strong: together, we create healthier lives." Ms. Eckert explained the elements of:

1. The drug development process

2. The typical study design

3. Who do we hire from entry level to professional/technical

4. What benefits/experiences do they offer

5. Challenges and potential partnership opportunities

VII. PRESIDENT’S REPORT – *Dr. Dorey Diab*

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

Dr. Diab introduced the representatives for student organizations as Mr. Landon Hyatt, President of Phi Theta Kappa, Ms. Brittany Caldwell, Vice President of Phi Theta Kappa, and Mr. Gaven Remy as President of the National Society for Leadership and Success (NSLS):

Mr. Landon Hyatt provided the following report on behalf of PTK: PTK is working on the “Green” project. The goal is to have signs around campus for the first day of session B. The Chapter is planning to kick-off their “going green” campaign on Monday, March 27th.

Mr. Gaven Remy provided the following report on behalf of NSLS: NSLS events planned for this semester include 3 orientations, 6 speaker broadcasts, 2 leadership trainings, and 6 goal setting sessions. Both societies have recruitment campaigns underway.

B. North Central State College Foundation Development and Update - *Ms. Chris Copper*

Ms. Christine Copper thanked President Diab for the introduction and provided the following report:

Emerald Club 2022/2023

- Goal of \$400,000, \$579,000 in YTD.
 - Four larger asks that are outstanding \$152,000 for the new health lab, \$74,000 for a PN lead instructor for the evening cohort, and two for \$20,000 each to support the PN scholarship program
 - \$20,000 in Hall of Excellence asks are pledged and should be received by May 1.
 - Cedar Fair tickets will be available again for the employee campaign, beginning April 17. Emerald Club mailings with ticket info will launch in early May.
 - Tina Husted’s painting line of products will begin being featured May 1 in the main gift shop, in other areas of the park and will be online.
 - Richland Community Foundation Connections Fund members are visiting our career wear area at Kehoe and interested in contributing to a more robust program, including possible gift cards for student career wear.
 - Meeting with CNG this week about a possible NCSC Foundation Board member.
- Meeting internally on marketing the LPN to RN program to the hospitals LPNs and other LPNs in the community. The plan the first year will be for NCSC Foundation to cover expenses not used from other sources.

Events

- Scholarships for Success-March 2, 2022-generated \$35,000, and was sold out
- Hall of Excellence - FY23 date April 13, 2023, 95% of tables are sold, guest to arrive at 5:30 pm for social hour before the event begins.
- Graduate Picnic-May11, 2023- Food truck with hamburgers and an ice cream truck for dessert before graduation practice.

Workforce

- Revenue: Target \$150,000, a 15% increase Year over Year.
 - As of March 2023, \$100,000 invoiced. Should bring in \$161,000 by June 30.
 - Six Supervision and Leadership trainings alone are scheduled for this month and Wyandot County in April, Huron County in May, Crawford County in June.
 - RMC is beginning a monthly training on topics these employers want covered, i.e. Emotional Intelligence.
- The tower tech program will be repeated with a cohort in FY24, beginning this summer.
- Offering excel training at the Crawford Success Center in April 2023.

Grants

- Ashland University approached NCSC about a possible grant partnership, through ODJFS. The total project budgets, which include many organizations, are not to exceed \$1,200,000.00 for the 15-month budget period (July 2023 through September 2024).
- The Friendly House has asked the Workforce department to partner on a weekly training at their facility. They are applying for a grant and it would provide \$25,000 per year for us to run the program.

C. Monitoring Report: Executive Limitations Policies – Compensation and Benefits (4-40)

Dr. Dorey Diab explained that the monitoring report discussion is continuing with going over the six Ends policies and the 10 Executive Limitations.

This report focuses on Compensation and Benefits (Executive Limitations 04-40).

Policy 4.3 Treatment of Employees policy states,

With respect to employment, compensation, and benefits to employees, consultants, contract workers and volunteers, the CEO will not cause or allow jeopardy to fiscal integrity or to public image.

The CEO will not

4.41 Establish current compensation and benefits that deviate materially from the geographic or professional market for the skills employed.

4.42 Create obligations over a longer term than revenues can be safely projected.

The report was distributed to the board prior to the meeting. However, due to time constraints with Charles River's presentation taking longer than expected, and the absence of some board members, Dr. Diab did not go over this report at this time, and will cover it at the next board meeting.

D. College Updates/Other

The college updates were also distributed previously to the board but not covered at this meeting.

VIII. 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 Ms. Kimberly Winkle the roll was called:

Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle

Nays: None

Passing unanimously, the following items were approved.

A. Approval of Minutes for February 22, 2023 “Regular Meeting”

B. Consideration of Approval of Employment of College Personnel – R-2023-12

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2023-12

NEW HIRES

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

BEGINNING March 7, 2023

Rod Stratton, IST Lab Technician

North Central State College, Associate of Applied Science, Tool and Die

BEGINNING March 13, 2023

Kasey Teynor, Early Head Start Family Visitor

Heidelberg College, Bachelor of Science in Psychology, Concentration in Child and Adolescent Track

BEGINNING March 13, 2023

Crystal Middleton, PT Paraprofessional Child Development Center

University of Cincinnati, Bachelor of Science, Early Childhood Education

BEGINNING March 27, 2023

Grace Krupa, PT Substitute Teacher Assistant, Child Development Center

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2023-12

Rod Stratton is hired as the IST Lab Technician to replace Bob Scodova.
Kasey Teynor is hired as the Early Head Start Family Visitor for the Child Development Center to replace Michelle Moore.
Crystal Middleton is hired as the PT Paraprofessional at the Child Development Center.
Grace Krupa is hired as the PT Substitute Teacher Assistant for the Child Development Center.

C. Consideration of Approval of Status Change – R-2023-13

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2023-13

STATUS CHANGE

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

BEGINNING March 13, 2023

Michelle Moore

- *Michelle Moore is moving from Family Visitor, Child Development Center to Administrative Assistant, Child Development Center
No salary change*

D. Consideration of Approval of Contracts for Probationary and Non-Probationary Faculty –

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

R-2023-14

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
(Fall Semester 2023 through Spring Semester 2026)**

Travis Green

David Koepke

**PROBATIONARY THIRD-YEAR 9-MONTH CONTRACT
(Fall Semester 2023 and Spring Semester 2024)**

Annmarie Adams

Xiaolan Ai

Jaydip DasGupta
Allyson McCune
Anna Plank
Thomas Shields
Laura Testrake
Sneha Vanga

**PROBATIONARY SECOND-YEAR 9-MONTH CONTRACT
(Fall Semester 2023 and Spring Semester 2024)**

Morgan Baker
Brandel Boyd
Heidi Chambers
Kelly Cominsky
Taryn Hutton

REGULAR AGENDA

A. Consideration of Approval of Nomination for the 2023 Association of Community College Trustees Equity Awards

– R-2023-15 – Dr. Dorey Diab

**CONSIDERATION OF APPROVAL OF NOMINATIONS
FOR THE 2023 ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT)
EQUITY AWARDS**

R-2023-15

WHEREAS: *the Board of Trustees of North Central State College believe it is fitting and proper to recognize the outstanding efforts and contributions of individual trustees, College Faculty and Staff when appropriate, and*

WHEREAS: *such recognition for special service to the college and the community can be bestowed through nomination for state, regional and national awards, as such opportunities arise.*

NOW, THEREFORE BE IT RESOLVED: *that the North Central State College Board of Trustees, takes pleasure in submitting the following nomination for the 2023 ACCT Equity Awards: Mr. Mike Beebe for the Faculty Member.*

BE IT FURTHER RESOLVED: *that the Board authorizes Board Chair, Dr. Dwight McElfresh to cause the associated letter of support to be written on behalf of the North Central State College Board of Trustees.*

ACTION TAKEN: Mr. Mark Masters moved for approval of the resolution R-2023-15 ACCT Equity Awards Nomination. Mr. David Bush seconded the motion and following no further discussion, the roll was called:

Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle
Nays: None
The item was approved with a unanimous vote.

B. Consideration of Approval of 14-75 Religious Accommodation Policy – R-2023-16
– Dr. Dorey Diab

**CONSIDERATION OF APPROVAL OF
RELIGIOUS ACCOMMODATION POLICY (14-75)**

R-2023-16

WHEREAS: *HB 353 of the 134th General Assembly enacted “The Testing Your Faith Act” into the Ohio Revised Code as R.C. 3345.026, and*

WHEREAS: *R.C. 3345.026 requires each state institution of higher education to adopt a policy that reasonably accommodates the sincerely held religious beliefs and practice of students regarding exams, other academic requirements, and absences for reasons of faith or religious or spiritual belief system, and*

WHEREAS: *in order to comply with R.C. 3345.026 institutions must have a policy established and implemented that meets all requirements set forth in The Testing Your Faith Act by the effective date of April 3, 2023.*

NOW, THEREFORE BE IT RESOLVED: *that the North Central State College Board of Trustees, hereby approves policy 3357:13-14-75 Religious Accommodation Policy.*

ACTION TAKEN: Ms. Linda Nelson moved for approval of the resolution R-2023-16 for the Religious Accommodation Policy 14-75. Ms. Kimberly Winkle seconded the motion and following no further discussion, the roll was called:

Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle
Nays: None
The item was approved with a unanimous vote.

3357:13-14-75 Religious Accommodation Policy

- (A) Under the Testing Your Faith Act of 2023 and Section 3345.024 of the Ohio Revised Code, institutions of higher education are required to adopt a policy that reasonably accommodates the sincerely held religious belief and practices of individual students with regard to all examinations and absences for reasons of faith or religious or spiritual belief system.
- (B) It is the policy of North Central State College to permit absences during the academic semester for reasons of faith, religion, spiritual belief or organized activities connected to religious denomination, church, other religious/spiritual organization.

- (1) Students will be permitted up to three (3) days of absences per semester for faith/spiritual belief participation in organized activities of a religious/spiritual organization.
 - (2) Students shall receive no academic penalty for taking absences under this policy.
- (C) Students will be eligible for alternative accommodations for examinations/academic requirements for absences if:
- (1) Sincerely held belief severely affects the student's ability to take an examination or meet an academic requirement and,
 - (2) The student provides a list of dates within 14 days of first day of instruction in a particular course.
- (D) Instructors are required to accept without question the sincerity of the belief and must keep requests for alternative accommodations confidential. Instructors can schedule alternative dates to be before or after scheduled dates, but must do so without prejudice.
- (E) Instructors shall include in each course syllabus, a statement regarding the institution's policy on religious accommodation that includes both of the following:
- (1) A description of the general procedure for requesting accommodations; and
 - (2) Contact information for the individual whom a student may contact for more information about the College's Religious Accommodation policy.
 - (3) The statement shall also include a link to a list of religious holidays/holy days for the current academic year (3357:13-14-751) accompanied by the statement that "this list of religious holidays/holy days is non-exhaustive and may not be used to deny accommodation to a student for a holiday or festival of the student's faith or religious or spiritual belief system that does not appear on this list."
- (F) Any student who feels they have been discriminated against or denied religious accommodation and wishes to notify the institution of a grievance regarding the implementation of this policy, shall refer to 3357:13-15-031 Discrimination Grievance Procedures.
- (G) Further questions, complaints, and third-party reports of policy violations regarding religious accommodation shall be made to the Title IX Coordinator (EO). The contact information for

the EO is listed below.

Title IX Coordinator (EO)
North Central State College
Fallerius Technical Building Room 158
2441 Kenwood Circle
Mansfield, OH 44906
419-755-4538
Email:kgray@ncstatecollege.edu

C. Consideration of Approval of Amendment to governance Process Policy 2.21 Board of Trustees Job Description Policy – R-2023-17

***CONSIDERATION OF APPROVAL
OF AMENDMENT TO
GOVERNANCE PROCESS POLICY 2.21***

R-2023-17

WHEREAS: *the Board of Trustees has adopted “Policy Governance” as the model for how it carries out its business,*

WHEREAS: *the Board of Trustees continues the process of reviewing policies to direct and refine the governance process,*

NOW, THEREFORE BE IT RESOLVED: *that the Board of Trustees hereby approves the proposed amendment to Governance Process Policy 2.21 – Board Job Description Policy.*

ACTION TAKEN: Mr. David Bush moved for approval of the resolution R-2023-17 for the Amendment to Governance Process Policy 2.21 BOT Job Description. Ms. Linda Nelson seconded the motion and following no further discussion, the roll was called:
Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle
Nays: None
The item was approved with a unanimous vote.

3357:13-02-20 Board Job Description Policy (Governance Process)

Specific job outputs of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.

Accordingly, the board has direct responsibility to create:

2.21 The link between the ownership and the operational organization.

The board-ownership relationship is the essential, defining relationship of an organization. As such, the board provides the legitimate link between the owners of North Central State College wherever they may be located, the residents of Ashland, Crawford, and Richland Counties and the operating organization.

2.211 In order to ascertain the desires of the Ownership of the institution (owner's voice), the Board will establish methods for gaining ownership input that may include but are not limited to:

- (a) Community Connections: An opportunity for Trustees to report on those community activities they have taken part in or participated in to gain a better perspective on the "owner's voice" and can share those experiences with the rest of the Board.
- (b) Owners Linkage: An opportunity to invite any owner or owner representative individual or group to attend a regular or special board meeting for the purpose of providing some discussion to enrich the Board's understanding of the "owner's voice" or other service consideration for the College (Board) to consider when planning for the future direction of the institution.
- (c) Link and Learn: An opportunity for the board to visit an Owner organization or community partner to help enrich the Board's understanding of its relationship to the organization and how the service of the College can impact those sectors of the Ownership.

2.212 To assist the Board in its re-exploration of Ends policies, the Board will include board-ownership activities into the development of its annual policy governance agenda.

2.22 Written governing policies that address the broadest levels of all organizational decisions and situations.

- a. Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which recipients at what cost).
- b. Executive Limitations: Constraints on executive authority that establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
- c. Governance Process: Specification of how the board conceives, carries out, and monitors its own task.
- d. Board-CEO Linkage: How power is delegated and its proper use monitored; the CEO role, authority and accountability.

2.23 Assurance of successful organizational performance on Ends and Executive Limitations.

**D. Consideration of Approval of Amendment to Board Operating Policy 11-03
Powers and Duties of the Board of Trustees – R-2023-18**

**CONSIDERATION OF APPROVAL
OF AMENDMENT TO BOARD OPERATING POLICY 11-03
POWERS AND DUTIES OF THE BOARD OF TRUSTEES**

R-2023-18

WHEREAS: *Ohio Revised Code (ORC) section 3357.09 (K) calls for the Board to prescribe rules for the effective operation of a technical college, and exercise such other powers as are necessary for the efficient management of such college, and*

WHEREAS: *the Board of Trustees has devised a set of rules and regulations to guide the Board in its work of effective operation of the College in accordance with provisions set forth in ORC 3357, and*

WHEREAS: *the Board of Trustees continues the process of reviewing the operating policies to ensure their reflection of current practice and compliance with relevant changes in the Ohio Revised Code.*

NOW, THEREFORE BE IT RESOLVED: *that the Board of Trustees hereby approves this amendment to Board of Trustees Operating Policy 11.3 – Powers and Duties of the Board of Trustees.*

ACTION TAKEN: Ms. Kimberly Winkle moved for approval of the resolution R-2023-18 for the Amendment to Board Operating Policy 11-03 Powers and Duties of the Board of Trustees. Ms. Linda Nelson seconded the motion and following no further discussion, the roll was called:

Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

3357:13-11-03 Powers and Duties of Board of Trustees

(A) Powers and Duties - The Board of Trustees of the North Central State College District with the approval of the Ohio Department of Higher Education (ODHE), shall have the power to make plans for, to promote, construct, own, develop, maintain, and operate the College as provided by law under Section 3357.09 of the Ohio Revised Code. The following concepts are found within the law, but are not necessarily all inclusive:

(1) Own and operate the College pursuant to an official plan prepared and approved in accordance with Section 3357.07 of the Ohio Revised Code.

- (2) Hold, encumber, control, acquire by donation, purchase, or condemnation, construct, own, lease, use and sell, real and personal property as necessary for the conduct of the program of the College on whatever terms and for whatever consideration may be appropriate for the purposes of the institution.
- (3) Accept gifts, grants, bequests, and devises absolutely or in trust for support of the College.
- (4) Appoint the President, faculty, and such other employees as necessary and proper for the College, and fix their compensation.
- (5) Provide for the College necessary lands, buildings or other structures, equipment, means, and appliances.
- (6) Develop and adopt, pursuant to the official plan, any one or more of the curricular programs identified in Section 3357.01 of the Ohio Revised Code as technical college programs, or adult-education technical programs.
- (7) Establish schedules of tuition and fees for students subject to the approval of the Chancellor of Higher Education.
- (8) Authorize, approve, ratify or confirm, with approval of the Chancellor of Higher Education, any agreement with the United States government, acting through any agency designated to aid in the financing of technical college projects, or with any person, organization, or agency offering grants-in-aid for technical college facilities or operation.
- (9) Receive assistance for the cost of equipment for the operation of such technical colleges from monies appropriated for technical education.
- (10) Grant appropriate associate and baccalaureate degrees to students successfully completing the technical college programs and certificates of achievement to those students who complete other programs.
- (11) Prescribe board operating policies (rules and regulations) for the effective operation of the College, and exercise such other powers as are necessary for the efficient management of the College.
- (12) Review and act on all recommendations of the President in regard to the appointment of personnel and related personnel policies.
- (13) Enter into contracts and conduct technical college programs or technical courses in or outside the technical college district.
- (14) Management of all the affairs, property and business of the District, including one or more technical colleges, shall be vested in the District's Board of Trustees.

- (15) Perform any and all functions they deem necessary for the effective and efficient operation of the College.
- (B) Authority of Members – No member of the Board of Trustees shall have power to act in the name of the Board of Trustees outside regular or special Board meetings unless so directed by the Board of Trustees.
- (C) Compensation – The trustees shall serve without compensation, but may be paid for their necessary expenses when engaged in the business of the Board and authorized by the Board of Trustees.
- (D) Conflict of Interest – When any purchase of goods and/or services by the College is made which normally requires Board approval, which is from a source which any member of the Board of Trustees is an officer, director, employee, owner or has any significant connection therewith, then that purchase shall be separately noted by the Treasurer and voted on separately so that the trustee has the opportunity to abstain from voting on the purchase.

The trustee shall conscientiously not permit any external association or organization on which he/she may serve, is employed by or has a personal or professional interest in to detract from decisions which are in the best interest of the college.

- (E) Ohio Ethics Code – All members of the Board of Trustees shall comply with the provision of the Ohio Ethics Code.
- (F) The Board of Trustees may appoint consultants as follows:
- (1) The Board of Trustees may request the Ohio Attorney General to appoint an attorney who will act as its counsel on legal matters by direction of the Board of Trustees.
 - (2) The trustees shall elect a Chairperson, Vice Chairperson, Secretary, and Treasurer.
 - (3) The Chairperson and Vice Chairperson shall be elected for a period of one year by the Trustees from among the members of the Board at an organizational session during the regularly scheduled January meeting of the Board. Each officer shall be elected by a majority vote of the membership. The term of each officer shall be for a period of one year, and the Chairperson and Vice Chairperson may not serve in his/her office for more than two (2) consecutive years.
 - (4) Other officers so elected need not be a member of the Board and the Treasurer cannot be a member of the Board of Trustees. Such officers shall serve at its pleasure.
 - (5) The Board of Trustees shall have the power to fill Board officer vacancies and to appoint such officers and agents as the Board may deem necessary for the transaction of business of the Board.

C. Treasurer's Report for February 28, 2023 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer’s Report for the period ending February 28, 2023. She stated that revenues for the month totaled \$848,621. Expenditures were \$1,255,998 leaving an excess of \$407,377. Year-to-date revenues totaled \$17,131,148. Year-to-date expenditures totaled \$10,398,159 leaving an excess of \$6,732,989. The Month End Investment Balance for February 2023 was \$5,901,121 (\$1,078,410 in Star Ohio and \$4,822,711 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: Mr. Mark Masters moved for approval of the Treasurer’s Report for the period ending February 28, 2023. Mr. Patrick Williams seconded the motion and following some brief discussion, the roll was called:

Ayes: Mr. Bush, Mr. Masters, Ms. Morando, Ms. Nelson, Mr. Williams, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

IX. POLICY GOVERNANCE

A. Discussion of Agenda Planning – Ms. Elisabeth Morando

1. Scheduling/discussion of Board-Ownership Activities (on Annual Agenda)

Board Chair, Ms. Elisabeth Morando called for discussion of Board-Ownership activities for inclusion on the Annual Agenda. Trustees were encouraged to suggest other Owners from their respective county/community for future consideration.

2. Review of Actionable Items.

Board Chair, Ms. Elisabeth Morando reviewed the listing of Actionable Items which Included:

- a. Procure a second copy of Dr. Dan Phelan’s book “The Community College Board 2.0: Covenant Governance” to speed up circulation. – This item was addressed at this time.
- b. Present language in policy 02-21 Board Job Description to more accurately reflect the service district expansion – This item was addressed earlier in the agenda.

2. Community Connections.

Mr. David Bush – conveyed his appreciation for the Crawford Success Center’s Scholarships for Success event that took place there recently. He had received a lot of positive comments from people calling him to tell him about how much they appreciated the event and what it brings to the area. Ms. Elisabeth Morando added that it was her first

year attending the event and she too thought it was a fantastic event and looks forward to attending it again next year and encouraged other Trustees to consider attending next year as well.

Dr. Dorey Diab – shared his attendance with the Ashland Trustees who are not here tonight at the Ashland Chamber of Commerce Annual meeting. It was a time to showcase our association with the Ashland County Community Academy and to make our presence know with other companies of Ashland County. Today’s Owners Connection activity with Charles River Laboratories is an example of us reaching out to our owners in Ashland county. Even though we were not able to go there to their place, we were able to make the connection by inviting them to come here and share their thoughts with us on partnership collaborations.

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

4. Mr. Mark Masters led the discussion of policy governance principle 4 (ENDS Policies). Principle 4 states, *Ends Policies: The board defines in writing the (a) results, changes, or benefits that should come about for specified (b) recipients, beneficiaries, or otherwise defined impacted groups, and (c) at what cost or relative priority for the various benefits or various beneficiaries. These are not all the possible “side benefits” that may occur, but those that form the purpose of the organization, the achievement of which constitutes organizational success. Policy documents containing solely these decisions are categorized as “Ends” in describing the Policy Governance model, but can be called by whatever name a board chooses, as long as the concept is strictly preserved.*

2. Policy Governance Policy Review (IAW 02.14) – training includes a continuing review, refresher, and reassessment of current Policy Governance policies. Ms. Kimberly Winkle led the discussion and review of policy governance policies 2.3, 2.4, and 2.5. The Board concurred that these policies is still relevant and still accurate.

X. BOARD CHAIRPERSON REPORT- Ms. Elisabeth Morando

A. 2022 Financial Disclosure Statement Filing Deadline: Monday, May 15, 2023

Ms. Elisabeth Morando reminded Trustees of the required financial disclosure statement filing deadline of May 15, 2023. Trustees have a little time but should complete as soon as is practical for them before the prescribed deadline. Board Secretary, Mr. Stephen Williams reported that as of today, five of ten trustees have already submitted their statements. Dr. Dorey Diab reminded Trustee of the College’s upcoming Ethics Training session with Ms. Susan Willeke on April 21st. Trustees are welcome to participate in order to fulfil their annual Ethics Training if they would like to do so.

B. Report from the Chancellor’s Annual Trustee Conference (March 8, 2023)

(Dr. Dorey Diab, Dr. Dwight McElfresh, Ms. Elisabeth Morando, Dave Bush, Ms. Linda Nelson and Ms. Kim Winkle) Discussion included:

- Many of the services available at the State level
- Introduction of Directors at other cabinet offices
- General information on activities at the State level

C. Report from the OACC Legislative Day (March 13, 2023)

(Dr. Dorey Diab, Dr. Dwight McElfresh, and Ms. Elisabeth Morando)

Ms. Elisabeth Morando reported that she, Dr. Dwight McElfresh, and President Diab carried the message of community colleges to our legislators in Columbus and got the opportunity to talk specifically about those issues that impacted our students and our College. Other highlights included:

- At a session in the morning, the group heard from various legislators about what they are doing and things that might be coming up.
- They heard from the Chancellor and the Auditor of State
- Discussion of Senate Bill 83 is being introduced and there are a lot of things encompassed in this piece of legislation for higher education and some of them may be of a somewhat controversial nature. The issues in this legislation are to the point that OACC has invited a lot of individuals from various positions in colleges across the state to assemble to discuss what some of these elements will mean to Ohio community colleges and how many of them are to be handled.
- In the afternoon, the team had meetings with various legislators from our service region and those all went very, very well.
- The team had a few community college priorities to educate and share with our legislators. Items specifically addressed included: the new monies coming to higher education through the new budget proposed by the administration. The issue for discussion is the equitable distribution of those funds between 2-year institutions and 4-year institutions. Currently, the 4-year sector is slated to receive 70% of those funds and the 2-year sector is only receiving 30% of those funds while many of the jobs coming to Ohio and that we are trying to attract to Ohio, 70% of those jobs needing to be fulfilled would be through education provided by community colleges while only 30% of those jobs would require education from 4-year colleges. This is completely opposite to what is going to be required so, the equitable distribution of those funds coming needs to be re-examined and made a more equitable distribution for the future of jobs in Ohio. This was a big part of what the team was advocating for and the nice thing was that all the legislators they talked with understood the importance of this dynamic. Two of the legislators the team talked with are graduates of a community college system and one of the legislative aides the team talked with was a graduate of North Central State College.
- It became clear that the primary objective of the visit to Columbus with the OACC Legislative Day was to educate our legislators on the issues impacting community colleges and community college students of our service region so they would be in a

better position to act on behalf of and in the best interest of our service region. Mr. David Bush added that it reflects a clearer understanding of their return on investment and once we are able to help them understand the value of the return on their investment, make the right decisions is an easy thing to see.

President Dorey Diab added that this year has been important especially regarding the advocacy and connection from our Board at both the federal and state level. This advocacy is such a great experience to help Trustees learn the issues we are facing and then taking those discussions to our legislators to help them understand the issues we are facing, why they are important and what they can do to help make our institution and service to our region stronger and have a more meaningful impact on the lives of the people we serve.

D. 2023 ACCT Legislative Congress (October 9-12) (Las Vegas, NV)

Ms. Elisabeth Morando called for discussion of the presentation proposal. Dr. Dorey Diab explained the proposal assembled by Dr. Dwight McElfresh just needed a few minor adjustments and would be ready for submission soon. Ms. Morando mentioned that she thought Trustee, Steve Stone may have some input as well. Submission would be held off until the April meeting to ensure names of presenters and content. President Diab asked for names of Trustee who knew they were planning to attend or who knew they were NOT attending. Ms. Morando, Ms. Nelson, Ms. Winkle and Mr. Williams indicated their intention to attend along with Dr. McElfresh and Dr. Diab. Other Trustees will be asked at the next meeting. Registration for the Congress should get underway soon after the April meeting to avoid hotel and flight issues.

E. 2023 LeaderRichland Participation Commitments (May 18, 19, and 22)

Ms. Elisabeth Morando called for discussion of this year's LeaderRichland activity. Mr. Tom Prendergast explained that this year would be for junior high school girls. The chamber is looking for speakers to fill this year's agenda. Ms. Linda Nelson indicated that she was available and could speak on Thursday, May 18th and Monday, May 22nd. Ms. Elisabeth Morando indicated that she could speak on Friday, May 19th. Other Trustees were invited to join either Trustee in a team effort or could form their own session.

E. Upcoming Events

Ms. Elisabeth Morando reminded Trustees of the College's Joint Program Advisory Committee meeting on the evening of March 23rd and the North Central Ohio Hall of Excellence taking place on April 13, 2023 at the Ralph Phillips Conference Center, the Alumni Association's Graduate Picnic at lunchtime on May 11th at Byron Kee, and the Graduation Ceremony at the Campus Recreation Center on the evening of May 12th.

XI. MEETING EVALUATION (IAW 02.16) – Ms. Elisabeth Morando

Board Chair, Ms. Elisabeth Morando called for a discussion on tonight’s meeting evaluation. Trustees commented that attendance was down tonight. The presentation by Charles River Laboratories was very good and educational. It was believed to be very beneficial for both the College and the company.

XII. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, April 26, 2023 at 5:30pm in the Board’s “Gorman Room” (165-Fallerius). Ms. Elisabeth Morando indicated that she would be on vacation for the next meeting and would either not be able to attend or may be able to join via Zoom.

XIII. ADJOURNMENT

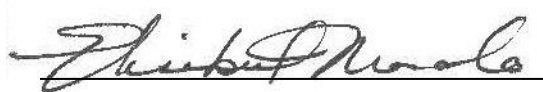
The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Elisabeth Morando declared the meeting adjourned at 7:51 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Elisabeth Morando, Acting Board Chair