

**North Central State College
Board of Trustees' Meeting
January 15, 2025**

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 six in person and two online.

Chair, Dr. Dwight McElfresh called the meeting to order at 5:30 p.m. and welcomed Ms. Duana Patton to the Board for her first meeting. Following that introduction, he asked all to rise and join him in reciting the pledge of allegiance followed by his reading of the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Ms. Kristin Aspin
Mr. Mark Masters
Dr. Dwight McElfresh
Ms. Elisabeth Morando (online)
Ms. Linda Nelson (online)
Ms. Duana Patton
Mr. Steven Stone
Ms. Kimberly Winkle

Absent:

Mr. Patrick Williams

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Dr. Kelly Gray, Vice President of Academic & Student Services; Ms. Lori McKee, Vice President of Business Services; Mr. Tom Prendergast, Executive Director for Institutional and Strategic Transformation, and Ms. Sara Rollo representing the Faculty (online).

IV. FOCUS OF THE MEETING – *Dr. Dwight McElfresh*

Dr. Dwight McElfresh explained that the primary focus of tonight's meeting will include: the installation of new officers, the oath of office for himself and Ms. Duana Patton, hearing 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. OATH OF OFFICE

The Board Secretary, Mr. Stephen Williams, administered the oath of public office to Dr. Dwight McElfresh who was being re-appointed to his locally appointed term for another three years and to Ms. Duana Patton who was being appointed to her first locally appointed term on the Board of Trustees.

VI. INSTALLATION OF OFFICERS

The Secretary to the Board, Mr. Stephen Williams, administered the oath of executive office to the new slate of officers beginning the first year of their two-year terms of office, who were present at the meeting. New officers for 2025 are: Ms. Linda Nelson as Chair, Mr. Mark Masters as Vice Chair and Ms. Kristin Aspin as Secretary of the Board.

On behalf of newly appointed Board Chair, Ms. Linda Nelson, College President Dr. Dorey Diab thanked Dr. Dwight McElfresh for his service in the position of Board Chair for the past two years and presented him a gavel plaque to commemorate his successful completion of his role. Trustee, Elisabeth Morando shared her thanks to Dr. McElfresh for his leadership as Board Chair on behalf of the other Trustees present.

As newly installed Board Chair, Ms. Linda Nelson was participating in this meeting virtually, she asked Dr. Dwight McElfresh to serve in the role of Acting Chair for tonight's meeting.

VII. OSU-MANSFIELD ADVISORY BOARD REPORT

Acting Chair, Dr. Dwight McElfresh explained that since the OSU-M Advisory Board did not meet, there would not be a report for tonight's meeting. He further announced that the next OSU-M Advisory Board meeting, would be held on March 21st and called for a volunteer to represent the North Central State College Board of Trustees at that meeting. Mr. Steve Stone indicated that he was available to attend the March 21st date.

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

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

Dr. Diab reported that the students have not had any significant activities in the last several weeks due to the end of fall term and then winter break. They are planning for a few events in the upcoming weeks:

TRiO

- Spring Term Kick-off on January 22 from 11 AM – 1 PM
- Valentine's Card Making event for Foster Youth on February 5
- Ohio TRIO Student Leadership Conference in February 13 – 15, which will be held in Columbus
- National TRIO Day event, tentatively the week of February 17 - 21 (date is TBD)

PTK

- Professor Donna Kittle has had her preliminary interest meeting for the new student group: Institute of Management Accountants (IMA), and they hosted their first official meeting on Nov 21st. They had a speaker, Joseph Smith, who talked about the benefits students will gain with their IMA membership.
- Assistant deans Heidi Kreglow, Steve Haynes, and Brooke Miler had the preliminary interest meeting for PTK last month, and this past week had the first official meeting with the president for the PTK chapter, Landon Hyatt, and other members. They discussed leadership roles and the next meeting plans.

B. North Central State College Foundation Development and Update - *Dr. Dorey Diab*

Dr. Dorey Diab explained that Ms. Chris Copper was not able to attend tonight's meeting due to a family situation. Therefore, he would be presenting the College Foundation report on her behalf. He presented the Foundation Development and Update Report as follows:

Emerald Club 2024/2025

- Goal: \$493,900
- Total in YTD: \$415,000

Received:

- \$75,000 RN to BSN
- \$44,000 Mfg. equipment

Pledged:

- Bakers and Older pledge \$10,000
- Approved \$20,000 Emerald Club
- Ask in for \$45,000 for equipment in the engineering area.
- Ask in for \$44,000 5G Readiness Workforce equipment
- \$30,000 Advanced Mfg. - Conard

Events

- Scholarships for Success-March 6, 2025, selection has been made for the honoree for the 2025 Leadership Award
 - Commitments for tables 100% complete

- Hall of Excellence
 - FY25 date April 10, 2025
 - Selection completed
 - Video interviews starting

Partnerships

- 200 individuals from Gorman Rupp going through a one-year program
- MOESC partnership Turbo Cert began Jan 8.
- Bakers/Old 30 in Bucyrus approved Preferred Partner plan.

Workforce

- 29 total students in or through the Drone program
- On track to meet FY25 workforce target
- \$50,000 in new Revenue from Gorman Rupp project
- New introduction to AI course is in the development phase

C. Monitoring Report: Executive Limitations Policies – Treatment of Consumers (4-20)

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 Diversity (ENDS policy 01-10).

Policy 01-10 Diversity policy states,

Diversity – The College maintains an environment that encourages tolerance of differences while recognizing similarities and providing equalizing opportunities for participation by all.

Over the past several years, the College has been focused on enhancing and encouraging tolerance of differences at our institution. Our Diversity Committee with voluntary members is a standing committee of the President’s Cabinet and made up of faculty and staff from the different divisions. Students have also joined the committee. They have been diligent in advancing diversity. Dr. Toni Johnson, Dean of Academic Support Services, chairs the committee and the President is a member.

The vision of the committee states that “North Central State College strives to explore, learn about, educate, address, and respond to the diversity of the human experience,” as we prepare our students to understand people with diverse perspectives and backgrounds by teaching critical thinking, empathy, and a deeper appreciation of others.

After several years of working with the constituents at the College, much progress has been made in:

1. *Improving communications about and awareness of diversity of all of its aspects during college meetings.*

2. *Focusing on inclusion and welcoming in the hiring process to ensure faculty and staff are representative of students they serve (advertising at minority sites, search committee being more cognizant of diversity needs, redacting names on employment materials to remove unintentional implicit bias). The improved diversity numbers have proven the impact of these efforts. The recent economic, social and cultural challenges have caused these numbers to vary among the different categories.*
3. *Providing training to increase understanding of inclusion, help faculty and staff develop skills for building a welcoming culture, and bring students into the conversations.*
4. *Acknowledging and embracing diversity of thought, opinion, and approach with students and colleagues regardless of background, culture, and organizational level.*
5. *Increasing cooperation, honesty, openness and a welcoming environment for all and speak up when others are being excluded or treated inappropriately.*
6. *Providing training to increase intercultural competence and respect, and have courageous conversations about cultural differences.*

Below is a chart showing the diversity of our students and employees in comparison to our service region during fall 2023 semester (data for fall 2024 is not available yet). Demographically, all minorities represent 12.8% of our service region. We have exceeded our service region representation in the students' category (13.6%), but not in staff and faculty categories (9.6% and 8.3% consecutively for fall 2022 semester). However, the numbers are better, and higher for full-time faculty (18%), when looking at the annual percentages shown in the next table.

The current political environment at the state level, pending the likely passing of a senate bill (previously known as SB83) in the new legislature, will require some changes at the College both in structure, terminology, and deliverables.

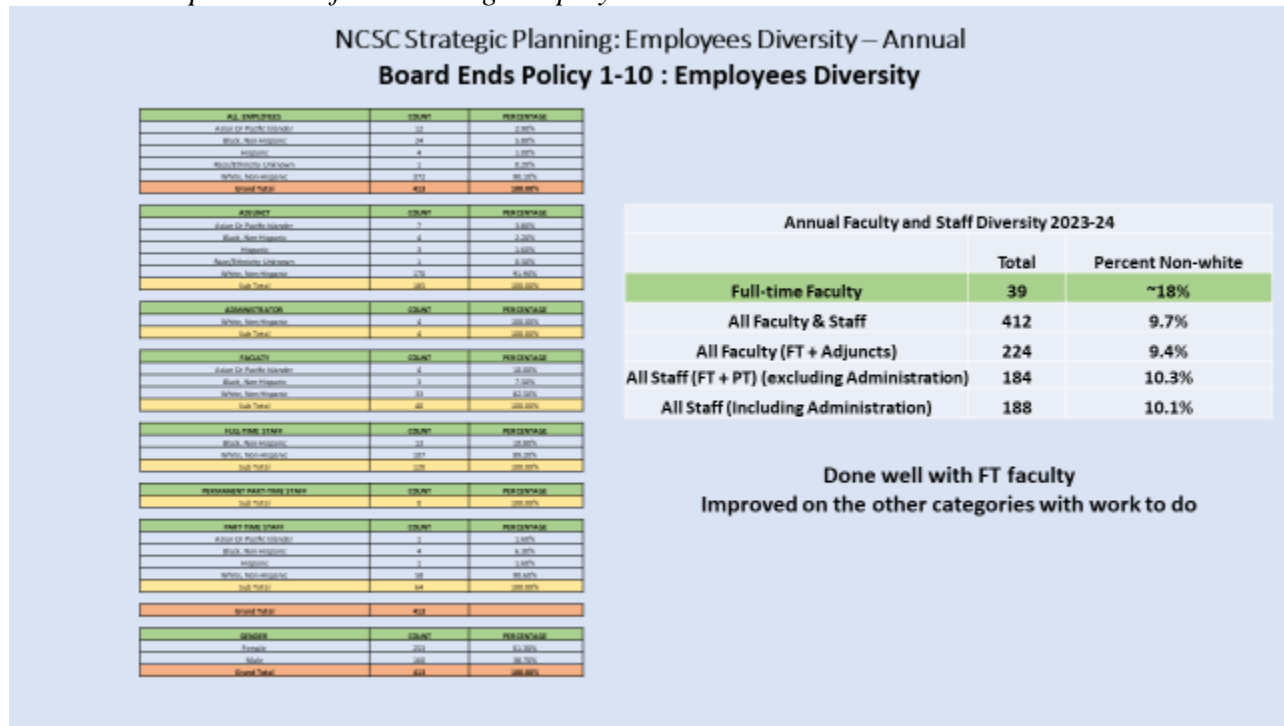
Fall Semester 2023 Diversity Data

Diversity in Fall Semester	Service Area* (N= 219,408) (12.8% minority)	Fall 2023 Students** (N = 2,390) (12.8% minority)	Fall 2023 Staff ** (N=145) (9% minority)	Fall 2023 Faculty** (N=140) (8.6% minority)
American Indian/Native American	0.2%	0.2%	0.0%	0.0%
Asian or Pacific Islander	0.6%	0.8%	0.0%	2.1%
African American/Black	5.5%	3.4%	8.3%	2.9%
Hispanic	1.9%	4.4%	0.0%	2.9%
Two or More Races	4.6%	4.0%	0.7%	0.7%
White	87.8%	87.2%	91.0%	91.4%

**Service area data are from 2020 Census estimates and include Ashland, Crawford, and Richland Counties.*

** IPEDS Fall Enrollments and Human Resources Surveys.

In comparison to Fall 2023 semester, last year **annual** employee data below shows even better results and improvement for all college employees.



D. Updates/Other

- a. The College held the annual Employee Appreciation Day on Thursday, December 5, 3:30-5:00 p.m. at Byron Kee, and recognized our employees' long-term service to the institution from 5 to 25 years. We announced the employees' bonus that was based on longevity of service to the institution based on the number of years of service. Trustee McElfresh attended the meeting with more than 100 participants of employees, retirees, and alumni.
- b. Dr. Diab attended the Mechanics Bank's holiday Gathering on Tuesday, December 10.
- a. We had the OACC Governing Board Meeting on Wednesday, December 11, with Trustee McElfresh (as member of the Executive Committee) and President Diab representing the College, at Clark State in Springfield, Ohio. Reports from the consultants and OACC staff focused on multiple priorities including the state budget, the results of the election, reports from the finance and legislative committees, and potential bills impacting higher education (such as SB 83 on higher education reform, and SB 104 on CCP). Speakers included Auditor of State, Keith Faber, and Chancellor, Mike Duffey. A quick fact sheet about the impact of community colleges on workforce partners and being the best higher education value was distributed. The advocacy agenda with the legislature emphasized:
 1. Easier student enrollment with advocacy for expanded CCP flexibility, and help more Ohioans on government assistance get into the workforce.

2. Increased career-connected education through increased funding for in-demand programs, while maintaining SSI funding with current performance requirements, and raising tuition by no more than \$10 per credit hour per year to keep up with inflation
 3. Faster pathways from college to career through better connection with career centers for quicker pathways, and 1-year certificates.
- c. Participated in the United Way Board monthly meeting on December 18, and reported on the activities of the strategic planning committee.
 - d. Continue to meet with local community leaders to build relationships and establish partnerships. Through the arrangement of Trustee Morando, we had a luncheon meeting with the Mayor of Ontario, Kris Knapp on Wednesday, December 12. I also had a luncheon meeting with the Mayor of Mansfield, Jodie Perry, on Thursday December 19.
 - e. The College held the staff-in-service professional development day on Friday, December 20, 8:00-11:30. The agenda consisted of a college update from the president, and media relations and communication in case employees were approached by first amendment auditors. A subcommittee of the Artificial Intelligence Council reported on potential non-academic applications. Videos were shown followed by discussions on good customer service and de-escalation techniques. Student support services presented on college activities that help students succeed. The meeting ended with division reports from the VP's and president staff.
 - f. The AI Council continues to meet periodically to assess ways to embed AI into college activities. Four sub-groups were formed to research the following topics: course applications, non-Academic processes, policy development, and professional development.
- b. Several meetings were held on the Leadership & Management Academy at the College with people who indicated interest. One purpose is to prepare the next generation of leaders and managers. So far, 31 people showed interest in such an academy. Topics include landscape factors impacting the College, leadership and management characteristics, self-assessment, student and college advocacy, utilization of technology, and developing own career plan.
 - c. We had another LPN graduation ceremony on Thursday, January 9 in continuation of fulfillment of our mission to meet the talent needs of our health care partners.
 - d. The spring semester started on Monday, January 13 with an enrollment headcount of 2321, and credit hours of 19,192.
 - e. Dr. Diab participated in the AACC Board meetings on Wednesday, January 8 to get updated from the community colleges' political consultant (Capitol Hill Partners) on the priorities of the incoming administration. The update from the Capitol Hill Partners included the following points:
 - Congress: 220 republicans, 215 democrats (there will be 217 republicans over the next three months as two house members will join the Trump Administration).
 - Speaker Johnson was re-elected narrowly with the difficult task of passing legislations without losing more than one vote. He has been criticized for being bipartisan. House rules were adjusted to require 9 members to vacate the speaker.
 - Senate: 53 republicans, 47 democrats, with John Thune as the new majority leader. He is planning to preserve the filibuster, with sixty senators needed to pass

- legislation. They need bipartisanship to move bills. Republican senate majority is expected in the next four years.
- Single party government usually lasts two years, when major legislative changes are expected
 - Areas of budget focus as pertinent to community colleges
 - FY 25 is yet to be completed as there is a continuing resolution through March 14
 - Labor and HHS programs:
 - House Bill: 11% overall cut; 13% cut to education programming; 23% cut to Education and Training programming; huge cuts to WIOA formula funds
 - Senate Bill: bipartisan level funding
 - Strengthening Community Colleges Training Grants (SCCTG): level funding in both House and Senate
 - FY 26: first Trump budget expected to propose significant cuts including to education and workforce programming. Department of Government Efficiency is expected to slash federal investments
 - Appropriations process needs to be bipartisan to be successful due to slim majorities
 - Budget Reconciliation to advance tax cuts, mandatory spending cuts, border security, debt limit increase, repeal of student loan forgiveness and energy tax breaks, increased tariffs, and cuts to Medicaid. Does not target annual appropriations, and needs only simple Senate majority.
 - Key legislative issues for community colleges (to advocate at National Legislative Summit)
 - Workforce Innovation and Opportunity Act (WIOA) reauthorization: bipartisan, close to completion last year, codified SCCGT which would have become a permanent program with a funding source, 50% training requirement for adults and dislocated workers
 - Higher Education reform: passed through committee with no floor action, capped student aid at median cost of program instead of borrowing up to the cost of attendance, opposed by AACC due to risk sharing if students don't pay back their loans, some elements of the bill can be included in budget reconciliation
 - Earmarks are expected to stay with bipartisan support. Should be a core component of community college activities. Funding offers ability to innovate and fill funding gaps, while being a part of a larger funding strategy. Needs to be a yearlong effort to be successful.
 - Workforce / Short Term Pell: passed through education and workforce committee with no floor action, expanded use of Pell funds for short-term, high quality credentials, allowed for-profit providers; opposed by 4-year associations due to risk sharing from institutions subject to the endowment tax.

Chair Tim Walberg (R-MI) has cosponsored WIOA reauthorization and Workforce Pell; education, training, and apprenticeships are key items on his agenda.

- Education Secretary nominee, Linda McMahon, is a supporter of Workforce Pell and non-degree skills programming, and apprenticeships. Should not be able to abolish Education Department as that requires 60 votes in the Senate. She may scale down agency operations, reduce staff, revamp regulations (Title IX, accreditation, Gainful Employment), continue efforts against DEI
 - DOL Secretary nominee, Lori Chavez-Deremer, was a member of education and workforce committee, voted for reauthorization of WIOA and Workforce Pell, co-sponsored National Apprenticeship Act, likely to focus on unwinding Biden rule making (overtime standards, make it harder to qualify gig workers as employees, apprenticeship rule making)
 - While appropriations bills need to be bipartisan to be enacted, key issues that community colleges can work with Congress and Administration include:
 - WIOA Reauthorization
 - Workforce Short-term Pell
 - Apprenticeships
 - Career and Technical Education Reauthorization
 - Efforts to reauthorize the Higher Education Act
- f. Great news - Eighteen community colleges will share \$65 million through the fifth round of the U.S. Department of Labor's Strengthening Community Colleges Training Grants program. NC State was part of the North Shore Manufacturing Workforce Partnership, made up of 5 community colleges that applied under the leadership of Lorain County Community College. The consortium received \$5.75 M. The College will receive \$550K over a 4-year period that is focused on expansion of earn and learn programs (think internships) within manufacturing and the hiring of 1.5 full-time positions.
- g. Dr. Dorey Diab asked Dr. Kelly Gray to discuss the new Ontario Degree. Dr. Gray explained that they were approached by Ontario High School to consider offering an associate's degree at Ontario HS next fall. After some discussion, we have determined that we will be offering the associate's degree in Business Administration. Students can sign up for this program for their junior and senior years. It will be formally announced February 13th at their College Credit Plus (CCP) night. This program will be similar to the degree already offered at Galion High School. Dr. Gray offered some additional discussion on the rationale and opportunities this program brings to both the College and the students of Ontario HS.

IX. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

Acting Chair, Dr. Dwight McElfresh, presented the Consent Agenda and called for any items that should be removed from the consent agenda for further discussion. On a motion by Mr. Steve Stone and seconded by Mr. Mark Masters the roll was called:

Ayes: Ms. Aspin, Mr. Masters, Dr. McElfresh, Ms. Morando, Ms. Nelson, Ms. Patton, Mr. Stone, Ms. Winkle

Nays: None

Passing unanimously, the following items were approved.

A. Approval of Minutes for December 4, 2024 “Regular Meeting”

B. Consideration of Approval of Status Changes – R-2025-01

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2025-01

STATUS CHANGE

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

BEGINNING January 6, 2025

Tiffany Hoff

- *Tiffany Hoff is moving from Teacher Assistant Substitute to Assistant Teacher, Infant Toddler at the Child Development Center.*

C. Consideration of Approval of Employment of College Personnel – R-2025-02

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

R-2025-02

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 January 6, 2025

*Marissa Simmons, Advisor, College Credit Plus
Ashland University, Bachelor’s Degree, Psychology*

BEGINNING January 7, 2025

*Kathrine Bennett, Resource Navigator
Cedarville University, Bachelor’s Degree, Psychology*

BEGINNING January 13, 2025

Joseph McGregor, English Faculty

Ohio State University, Bachelor's Degree, English

University of Akron, Master's Degree, English, Composition Track

BEGINNING January 13, 2025

Teresa Alt, Human Service Faculty, Program Coordinator

Ashland University, Bachelor's Degree, Social Work

Ohio State University, Master's Degree, Social Work

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2025-02

Marissa Simmons is hired as Advisor, College Credit Plus to replace Taylur Greer.

Kathrine Bennett is hired as the Resource Navigator to replace Sarah Swank.

Joseph McGregor is hired as English Faculty to replace Patricia Herb.

Teresa Alt is hired as Human Services Faculty, Program Coordinator to replace Tonia Pace.

D. Consideration of Approval of College Personnel Professional Growth Recognition – R-2025-05

**CONSIDERATION OF APPROVAL OF
COLLEGE PERSONNEL PROFESSIONAL GROWTH RECOGNITION**

R-2025-05

Jordynn Liggett has completed 60% of a Doctor of Nursing Practice degree at Capella University.

THEREFORE, BE IT RESOLVED: *by the Board of Trustees that the appropriate monetary recognition is added to base salary effective June 10th in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

E. Consideration of Approval of Contracts for Non-Probationary Faculty – R-2025-03

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

R-2025-03

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

**THREE-YEAR NON-PROBATIONARY 9-MONTH CONTRACT
(Fall Semester 2025 through Spring Semester 2028)**

Jonathan DeWitt

Randee Frangella

M. Daniel McCool

Lisa Music

Pamula Robison

Sara Rollo

Christine Shearer

REGULAR AGENDA

A. Treasurer's Report for November 30, 2024 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending November 30, 2024. She stated that revenues for the month totaled \$1,858,437. Expenditures were \$1,107,913 leaving an excess of \$750,524. Year-to-date revenues totaled \$14,593,215. Year-to-date expenditures totaled \$7,093,940 leaving an excess of \$7,499,275. The Month End Investment Balance for November 2024 was \$6,402,111 (\$1,184,268 in Star Ohio and \$5,217,843 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: Ms. Kimberly Winkle moved for approval of the Treasurer's Report for the period ending November 30, 2024. Ms. Kristin Aspin seconded the motion and following no further discussion, the roll was called:

Ayes: Ms. Aspin, Mr. Masters, Dr. McElfresh, Ms. Morando, Ms. Nelson, Ms. Patton, Mr. Stone, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

B. Treasurer's Report for December 31, 2024 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending December 31, 2024. She stated that revenues for the month totaled \$2,109,696. Expenditures were \$789,694 leaving an excess of \$1,320,002. Year-to-date revenues totaled \$16,702,911. Year-to-date expenditures totaled \$7,883,634 leaving an excess of \$8,819,277. The Month End Investment Balance for December 2024 was \$6,410,760 (\$1,188,995 in Star Ohio and \$5,221,765 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 November 30, 2024. Mr. Steven Stone seconded the motion and following some further discussion, the roll was called:

Ayes: Ms. Aspin, Mr. Masters, Dr. McElfresh, Ms. Morando, Ms. Nelson, Ms. Patton, Mr. Stone, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

C. Consideration of Approval Supplemental Compensation for Employees of North Central State College – R-2025-04

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

R-2025-04

***WHEREAS,** the Board of Trustees and the President of North Central State College recognize the hard work, dedication, and extraordinary efforts of the College's employees during these challenging times; and*

***WHEREAS,** the Board and the President wish to express their appreciation by providing a one-time compensation stipend as a tangible token of gratitude; and*

***WHEREAS,** this stipend shall be calculated based on employee longevity at the College to encourage retention, with designated full-time faculty and staff receiving \$75 for each year of service, subject to a minimum of \$200 and a maximum of \$1,500, and designated part-time staff receiving 50% of the full-time equivalent for each year; and*

***WHEREAS,** funding for this stipend has been made possible through the collective efforts of all employees to establish operational efficiencies, implement cost-saving measures, and drive enrollment growth.*

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Trustees of North Central State College hereby approves the proposed one-time compensation stipend for eligible employees; and*

***BE IT FURTHER RESOLVED,** that the Board of Trustees extends its heartfelt gratitude to all College employees for their dedication, perseverance, and contributions to the success of the College's mission in serving the north central Ohio region.*

ACTION TAKEN: Mr. Mark Masters moved for approval of resolution R-2025-04 Supplemental for Employees of North Central State College. Ms. Kimberly Winkle seconded the motion and following no further discussion, the roll was called:

Ayes: Ms. Aspin, Mr. Masters, Dr. McElfresh, Ms. Morando, Ms. Nelson, Ms. Patton, Mr. Stone, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

X. POLICY GOVERNANCE

A. Discussion of Agenda Planning – Acting Board Chair, Dr. Dwight McElfresh

1. Review of Annual Calendar.

Acting Board Chair, Dr. Dwight McElfresh reviewed the Annual Agenda for the upcoming months.

2. Review of Actionable Items.

Acting Board Chair, Dr. Dwight McElfresh reviewed the listing of Actionable Items which included:

a. Send recommendation for re-appointment of Mr. Mark Masters to governor-appointed position to Office of Boards and Commissions (2nd submission) – This item will be completed following the expiration of his current term on January 16, 2025.

b. Trustees asked that there be a Trustee table reserved for the Hall of Excellence – This item was completed and confirmed prior to the meeting.

3. Community Connections.

Dr. Dwight McElfresh – shared that he and Dr. Diab have a meeting with President Peede of Ashland University in February to discuss partnerships and collaborations. He also reported that he would be attending a statewide advocacy meeting in preparation for their attendance at the ACCT-National Legislative Summit. Ms. Elisabeth Morando thought it would be a good idea/refresher to once again share the baccalaureate program comparison sheets for NCSC/OSU-M Engineering and Nursing Programs.

Mr. Mark Masters – shared that the next class at Mechanics Bank was underway for the spring term. The class is Business Law and Ethics.

Ms. Elisabeth Morando – shared that she was at the Mansfield YMCA and overheard a discussion about NCSC classes that was on a positive note but courses were still hard. The discussion was about someone pursuing a second career after serving in the military. She also discussed a meeting she and Dr. Diab had with the new mayor of Ontario.

Ms. Linda Nelson – shared that she has spent some time in the hospital recently and had the opportunity to talk with some of the nurses at the hospital. Many of them are enrolled at NCSC in the Nursing program.

Ms. Duana Patton – shared that she would like to know more about how she can assist in her role as a trustee with political and advocacy issues facing the College. Dr. Dorey Diab indicated that he would reach out to her.

B. Board Policy Governance Training (IAW 02.70) – Dr. Dwight McElfresh

1. Ms. Kristin Aspin led the discussion of Rehearsal Scenario 3.18 “Who Makes Important Decisions?”

In this scenario: The CEO of a for-profit corporation has a crucial decision to make regarding selection of a major distributor. The board is uncomfortable about the CEO making a decision of this magnitude, as it considers this to be the single largest decision affecting profitability for shareholders. What should the board do?

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 Governance Process policy 4.9. Emergency CEO Succession Plan. The Board concurred that policy 4.9 is still relevant and still accurate.

3. Annual Emergency Executive Succession Statement. President Dorey Diab announced that in the case of emergency executive succession, the members of his executive staff who are capable of taking on that role and their order of precedence are: 1. Dr. Kelly Gray, Vice President for Academic and Student Services, and 2: Ms. Lori McKee, Vice President for Business Services.

4. Board Operating Policy (11-04 Duties of Board Officers) relative to Governance Process policies 02-50 & 02-60. Dr. Dwight McElfresh called for discussion of the proposed action. Dr. Dorey Diab explained that while the Board Operating policy and the Policy Governance policies are very similar in perspective on this topic, it seems redundant and very confusing to have this topic addressed in different areas of policy. The proposal is to combine all matters on this subject area into one policy and rescind the policies that present redundancy. Dr. Diab called on Board Secretary, Mr. Stephen Williams to explain the details. Mr. Williams explained that while policy governance policy 02-50 currently talks about the duties of the Board Chair and 02-60 currently talks about the duties of the Board Secretary, there is no area of policy governance policy that talks about the officers of Board Vice Chair, or Treasurer of the Board that are currently addressed in the operating policy. The action proposes to rename governance policy 02-50 to Board Officers and re-write the policy to include the duties/roles of the: Board Chair, Board Vice Chair, Board Secretary and Board Treasurer and then to rescind policy governance policy 02-60 Board Secretary Role and operating policy 11-04 Duties of Board Officers.

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of re-writing and re-naming policy governance policy 05-05 and rescinding policy governance policy 02-60

and Board operating policy 11-04 as presented. Ms. Linda Nelson seconded the motion and following no further discussion, the roll was called:

Ayes: Ms. Aspin, Mr. Masters, Dr. McElfresh, Ms. Morando, Ms. Nelson, Ms. Patton, Mr. Stone, and Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

C. Board Performance/Self-Evaluation Survey Trend Analysis for 4th Quarter

Reflections on 4th Quarter 2024 Self-Evaluation Survey Trends

Dr. Dwight McElfresh asked if all trustees had the opportunity to review the Board Performance/Self-Evaluation Survey Trend Analysis for the 4th Quarter of 2024. The Board reviewed each survey topic, discussed trend analysis results, and considered areas for improvement.

XI. BOARD CHAIRPERSON REPORT- *Acting Chair, Dr. Dwight McElfresh*

A. 2024 Financial Disclosure Statement Filing Deadline: Monday, May 15, 2025

Dr. Dwight McElfresh reminded trustees of the required financial disclosure statement filing deadline of May 15, 2025. Trustees have a plenty of time but should complete as soon as is practical for them before the prescribed deadline.

B. OACC Governing Board Appointments (Voting Delegate and Alternate)

Dr. Dwight McElfresh stated that since he is currently serving as an officer on the OACC Governing Board, it would make sense for him to continue his service as the Board's OACC Voting Delegate. Board Chair, Ms. Linda Nelson stated that as Board Chair, she would serve as the Alternate. Ms. Elisabeth Morando offered her service if neither the Voting Delegate nor the Alternate were able to serve. On behalf of Ms. Nelson, Dr. McElfresh called for any others who would like to be considered. Hearing none, Ms. Nelson declared Dr. Dwight McElfresh as OACC Voting Delegate for 2025, herself as the Alternate and thanked Ms. Morando for her willingness to serve as their stand-by if needed.

Dr. Dwight McElfresh shared his insights and highlights from the OACC Governing Board meeting (Wednesday, December 11, 2024) Highlights included:

- OACC Goals are:
 - for financial well-being
 - Eastern Gateway will be closing – their contribution cost to OACC will be absorbed by other OACC colleges.
 - Operational Excellence
 - Audit Concerns
 - Sunshine Law – Public Meeting Notice
 - Better engagement with constituents

C. Employee In-service date February 28th (Annual Ethics Training by OEC).

Dr. Dwight McElfresh called upon Dr. Dorey Diab for some discussion on this topic. Dr. Diab explained that the employees of the College will be holding their spring in-service day activities on February 28th. One of the items on the agenda for that day is the annual college-wide ethics training. Trustees are invited to join this activity if they choose to do so in order to fulfill their annual requirement for annual qualifying ethics training. This training will fulfill that requirement. More information on the activity will be provided as it gets closer to time but for now, trustees are encouraged to mark their calendar and save the date if there are interested in getting their annual ethics training out of the way.

D. ACCT National Legislative Summit (February 9-12, 2025)

Dr. Dwight McElfresh reported that he would be joined by Ms. Elisabeth Morando and President Diab in carrying the message of Ohio community colleges and North Central State College to our legislators in Washington DC. President Diab provided some additional information on specific legislators visits and key issues up for discussion.

E. Upcoming Events

Dr. Dwight McElfresh reminded Trustees of:

1. The Crawford Success Center's Scholarships for Success event taking place on March 6, 2025.
2. The North Central Ohio Hall of Excellence taking place on April 10, 2025 at the Ralph Phillips Conference Center.
3. Leader Richland dates of May 15, 16, and 19) This year students will be 7th & 8th grade girls.

F. Criminal Justice Construction Issue

Ms. Lori McKee informed the Board of a contracting issue regarding the contractor performing the work for the renovation of the criminal justice program area of Kehoe.

XII. MEETING EVALUATION (IAW 02.16) – *Dr. Dwight McElfresh*

Acting Board Chair, Dr. Dwight McElfresh called for a discussion on tonight's meeting evaluation. Trustees commented that there was good policy governance discussion during scenario training and policy review.

XIII. TIME AND PLACE OF NEXT MEETING

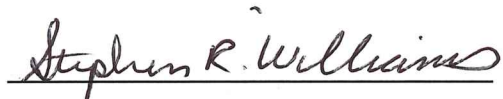
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, February 26, 2025 at 5:30pm. Meeting location and setting to be announced.

XIV. ADJOURNMENT

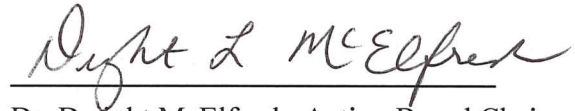
Acting Chair, Dr. Dwight McElfresh called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board's consideration, the Acting Board Chair, Dr. Dwight McElfresh declared the meeting adjourned at 7:29 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Dr. Dwight McElfresh, Acting Board Chair