

**North Central State College  
Board of Trustees' Meeting  
July 24, 2024**

**I. CALL TO ORDER**

This meeting was held in a hybrid format with some participants attending in-person in room 164 of the James W. Kehoe Center in Shelby, Ohio and others online via Zoom. Trustee participation was seven in person and one online.

Chair, Dr. Dwight McElfresh called the meeting to order at 4:00 p.m. in room 164 of the Kehoe Center. 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:**

Ms. Kristin Aspin  
Mr. David Bush  
Dr. Dwight McElfresh  
Ms. Elisabeth Morando (online)  
Ms. Linda Nelson  
Mr. Steven Stone  
Mr. Patrick Williams  
Ms. Kimberly Winkle

**Absent:**

Mr. Mark Masters

**III. INTRODUCTION OF GUESTS**

Board Chair, Dr. Dwight McElfresh 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 for Development/Foundation; and Mr. Tom Prendergast, Executive Director for Strategic and Institutional Transformation.

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

Dr. Dwight McElfresh explained that the primary focus of tonight's meeting will be to tend to our Required Approval Agenda that will include consideration of the College Completion Plan, and our Policy Governance Agenda.

**V. OSU-MANSFIELD ADVISORY BOARD REPORT**

Board Chair, Dr. Dwight McElfresh explained that there would be no OSU-M Board report for this meeting. Dr. McElfresh announced that the next meeting of the OSU-M Advisory Board will be on September 19, 2024 and called for a volunteer to represent the NCSC BOT at this meeting. Hearing none at this time, he shall inquire again at the August meeting.

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

Dr. Dorey Diab explained that many of the elements of the President’s Report will be included as part of the Retreat and had nothing further to add.

**VII. REQUIRED APPROVALS AGENDA**

**CONSENT AGENDA**

The 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 Ms. Linda Nelson and seconded by Mr. Patrick Williams the roll was called:  
Ayes: Ms. Aspin, Mr. Bush, Dr. McElfresh, Ms. Morando, Ms. Nelson, Mr. Steven Stone, Mr. Williams, Ms. Winkle  
Nays: None  
Passing unanimously, the following items were approved.

**A. Approval of Minutes for May 22, 2024 “Regular Meeting”**

**B. Consideration of Approval of Status Change – *R-2024-22***

***CONSIDERATION OF APPROVAL OF  
STATUS CHANGES***

***R-2024-22***

**STATUS CHANGE**

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

***BEGINNING July 1, 2024***

*Leah Bisel*

- *Leah Bisel is moving from Assistant Manager, Development and Special Events to Manager, Development and Special Events.*

**BEGINNING July 1, 2024**

*Anthony Johnston*

- *Anthony Johnston is moving from Facilities Coordinator to Facilities Manager.*

**BEGINNING July 1, 2024**

*Hannah Young*

- *Hannah Young is moving from Administrative Assistant, Crawford Success Center & Foundation Specialist to Enrollment Specialist, Crawford Success Center.*

**C. Consideration of Approval of Employment of College Personnel – R-2024-23**

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

**R-2024-23**

**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 June 4, 2024**

*Amy Van Voorhis, Part Time Center Support Assistant, Crawford Success Center  
Ohio State University, Bachelor of Science, Interior Design  
Ohio State University, Master of Arts, Elementary Education*

**BEGINNING June 10, 2024**

*Isis Davis, Part Time Teacher Assistant Substitute, Child Development Center*

**BEGINNING June 10, 2024**

*Gabreelle May, Part Time Teacher Assistant Substitute, Child Development Center*

**BEGINNING July 1, 2024**

*Philip Mata, Custodian, Health Sciences & Child Development Center  
Michigan State University, Bachelor of Arts, Criminal Justice*

**BEGINNING July 22, 2024**

*Kate Fetzer, Part Time Teacher Assistant Substitute, Child Development Center*

**BEGINNING July 23, 2024**

*Christy Abercrombie, Director for Curriculum, Assessment and Compliance  
College of Southern Nevada, Associate of Applied Science, Business Management  
Plymouth State University, Interdisciplinary Studies  
Miami University, Master of Arts, Medieval European/Art History  
New Mexico State University, Master of Arts, Sociology  
Wilmington University, Doctor of Education, Higher Ed/Leadership*

***BEGINNING July 29, 2024***

*Stephanie Whitesel, Academic Liaison, Business Industry and Technology Division  
Ashland University, Bachelor of Science, Psychology and Biology  
Heidelberg University, Master of Arts, Counseling*

***EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2024-23***

Amy Van Voorhis is hired as the Center Support Assistant, Crawford Success Center to replace Christine Steiner.

Isis Davis and Gabreelle May are hired as a Teacher Assistant Substitutes, Child Development Center.

Philip Mata moved to full time custodian to replace James Scherpenisse.

Christy Abercrombie is hired as the Director of Curriculum, Compliance and Assessment to replace Regina Kamwithi.

Stephanie Whitesel is hired as the Academic Liaison, Business Industry and Technology to replace Jeremy Swank.

Kate Fetzer is hired as a Teacher Assistant Substitute, Child Development Center.

***D. Consideration of Approval of College Personnel Professional Growth Recognition – R-2024-24***

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

***R-2024-24***

*Jonathan DeWitt has completed a Master of Science Degree, Electrical Engineering at Ohio University.*

***THEREFORE, BE IT RESOLVED:*** *by the Board of Trustees that the appropriate monetary recognition is added to base salary effective June 8th in accordance with the policy adopted under resolution 1991-30 for “Professional Growth Recognition.”*

*Tori Sauder has completed an Associate of Arts Degree, Education at North Central State College.*

***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.”*

## REGULAR AGENDA

### A. Treasurer's Report for May 31, 2024 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending May 31, 2024. She stated that revenues for the month totaled \$968,965. Expenditures were \$1,481,250 leaving a deficit of \$512,285. Year-to-date revenues totaled \$20,444,784. Year-to-date expenditures totaled \$14,549,400 leaving an excess of \$5,895,383. The Month End Investment Balance for May 31, 2024 was \$6,211,621 (\$1,153,596 in Star Ohio and \$5,058,025 in Park National Bank). Ms. McKee described the trends that are demonstrated by the Tracking of the Monthly Cash Flow feature as well as the dashboard indicators. She pointed out that June had 3 and a half pay periods with the other half of the pay period going out to employees the current week. Additionally, the payment to OSU-M has not been made yet.

**ACTION TAKEN:** On a motion by Ms. Linda Nelson and seconded by Ms. Kimberly Winkle the roll was called:

Ayes: Ms. Aspin, Mr. Bush, Dr. McElfresh, Ms. Morando, Ms. Nelson, Mr. Steven Stone, Mr. Williams, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

### B. Consideration of Approval of College Completion Plan for 2024-2025

– R-2023-25 – Dr. Dorey Diab

#### **CONSIDERATION OF APPROVAL OF CAMPUS COMPLETION PLAN UPDATE FOR NORTH CENTRAL STATE COLLEGE**

#### **R-2024-25**

**WHEREAS:** *Completion plans provide a continuous improvement framework that can allow campuses to identify and implement strategies to increase the number and percentage of students earning meaningful postsecondary credentials, and*

**WHEREAS:** *House Bill 59 called for each public college and university to submit a campus completion plan that was approved by their board of trustees to the Chancellor by June 30, 2014, and*

**WHEREAS:** *The legislation further states that these plans are to be updated every two years.*

**NOW, THEREFORE BE IT RESOLVED:** *by the Board of Trustees that the following update to the College's Campus Completion Plan for 2024 is hereby approved.*

**ACTION TAKEN:** On a motion by Mr. Steven Stone and seconded by Mr. Patrick Williams the roll was called:

Ayes: Ms. Aspin, Mr. Bush, Dr. McElfresh, Ms. Morando, Ms. Nelson, Mr. Steven Stone, Mr. Williams, Ms. Winkle

Nays: None

The item was approved with a unanimous vote.

## VIII. POLICY GOVERNANCE

### A. Discussion of Agenda Planning – *Dr. Dwight McElfresh*

#### 1. Discussion of Policy Governance Policy 2.70 Agenda Planning Policy.

Board Chair, Dr. Dwight McElfresh called for discussion of policy governance policy 2.70 Agenda Planning Policy. He pointed out that this policy lays out a cycle that concludes each year on June 30<sup>th</sup>. Following this cycle, the college begins the new cycle with planning, budgeting, taking a look at the Ends statements for the coming year, ownership activities and Board training as well as conducting the routine business of the College. Policy 2.75 outlines the timeline for the CEO's evaluation/remuneration. He explained that at the end of today's activities, the Board will ascertain by vote, whether a majority of Board members felt that the individual monitoring reports have demonstrated fulfillment of a reasonable interpretation of the Board Ends and Executive Limitations policy expectations. Following a review of the agenda planning policy, the Board Chair asked for any questions with the agenda cycle. Ms. Linda Nelson asked if folks thought that the move to July rather than June, was beneficial to the data collection process? Many explained that the move was very advantageous and they appreciated making the move. The Board Chair continued the review of the Board's Annual Calendar/Agenda for the 2024-2025 Academic/Reporting Year.

#### 2. Review of Actionable Items.

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

- a. Submit ACCT Equity Award Nomination for Michelle Slattery – This item was submitted prior to this meeting. Hopefully we will find out soon if our nominee was selected.
- b. Update “Next Review” date on all policy governance policies to reflect a 1-year review interval. – This item was completed in preparation for the retreat.
- c. Secure group travel vehicle for Chancellor's Trustee Conference on June 5th – This item was accomplished in preparation for the Trustee Conference prior to

this meeting.

- d. Assemble 2024 Campus Completion Plan for BOT Consideration of Approval – This item was completed earlier in the agenda.
- e. Explore Firefighter Training Options from Community Connections discussion – This item was discussed earlier in the agenda and a decision will be made once contact with the individual is made.

## 2. Owners Connections.

Patrick Williams – Mr. Patrick Williams shared that he had an encounter with a young man who was coming to the College in the fall for Criminal Justice.

## 3. Annual Board Self-Reflection Questionnaire Results for 2023-2024

Dr. Dwight McElfresh asked if all Trustees had the opportunity to review the Annual Board Self-Reflection Questionnaire results for 2023-2024? Overall, results are positive and reflected good basic operations, appreciation with the leadership of the CEO, appreciation for the Board training we go through each month, enlightenment with the importance of the Trustees role in advocacy, diversity on the Board. Some of the Board's strengths are with Policy Governance, the Board's ability to communicate and listen, the Board/CEO relationship.

## **IX. BOARD CHAIRPERSON REPORT- *Dr. Dwight McElfresh***

### **A. Follow-up from Chancellor's Annual Trustee Conference (June 5, 2024)**

Dr. Dwight McElfresh conveyed his appreciation for such good representation from the College Board for the annual meeting. He reported that some of the sessions were very well done. Dr. McElfresh shared summaries of some of the session he attended and thought were particularly impressed with such as the use of reporting data, public opinion and how it affects the way we do our work. He reported that they also heard from the Governor. Other Trustees shared their insights and takeaways as well. Overall, he thought it was one of the better conferences he has attended.

### **B. Follow-up from OACC Governing Board Meeting (June 5, 2024)**

Dr. Dwight McElfresh pointed out that there has been some transition in the leadership of the OACC in the past months. The Board has finally selected a new leader in Mr. Avi Zaffini. Dr. Dorey Diab provided some additional background on the new leader and the restructuring that took place at OACC. Trustee, Steve Stone asked if it might be possible

to get him to attend one of the upcoming Board meetings to get better acquainted with him. Dr. McElfresh also pointed out discussion on the Budget, Slate of Officers,

**C. ACCT Leadership Congress (October 23-26) (Seattle, WA)**

Dr. Dwight McElfresh announced that our team was selected to present only one of the two presentation submissions and will be doing the one on Workforce. The team will set a date in the near future to get together for practice and assignment of specific portions of the information.

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

Board Chair, Dr. Dwight McElfresh 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.

**XI. TIME AND PLACE OF NEXT MEETING**

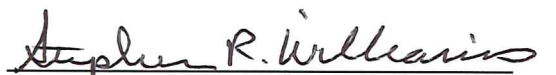
The next regular meeting of the Board of Trustees is scheduled for Wednesday, August 28, 2024 at 5:30 p.m. in the Board Meeting Room (the Gorman Room, 165-Fallerius).

**XII. ADJOURNMENT**

The Chair called for any additional information items.

**ACTION TAKEN:** As there was no further business or information items, the Board Chair, Dr. Dwight McElfresh declared the meeting adjourned at 4:39pm.

Respectfully submitted:

  
Mr. Stephen R. Williams, Board Secretary

  
Dr. Dwight McElfresh, Board Chair