

**North Central State College
Board of Trustees' Meeting
August 28, 2024**

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 seven in person and one online.

Chair, Dr. Dwight McElfresh called the meeting to order at 5:30 p.m. and asked all to rise and join him in reciting the pledge of allegiance followed by the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Secretary, Mr. Stephen Williams called the roll.

Present:

Ms. Kristin Aspin (5:38pm)
Mr. David Bush
Mr. Mark Masters
Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Linda Nelson (online)
Mr. Steven Stone
Ms. Kimberly Winkle

Absent:

Mr. Patrick Williams

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced Ms. Lori McKee, Vice President of Business Services; Dr. Kelly Gray, Vice President of Academic & Student Services; Mr. Tom Prendergast, Executive Director for Strategic and Institutional Transformation; Ms. Chris Copper (online), Vice President for Development/Foundation; and Ms. Sara Rollo (online) representing the Faculty. President Diab also introduced Mr. Avi Zaffini, President & CEO of the Ohio Association of Community Colleges (OACC).

**IV. INTRODUCTION & DISCUSSION WITH MR. AVI ZAFFINI, OACC
PRESIDENT & CEO**

President Dorey Diab presented a brief introduction of Mr. Avi Zaffini then offered him the floor to share some of his sights as the new leader of the OACC. Mr. Zaffini shared:

- The mission of the OACC is to support the 23 community colleges of Ohio in the important work each of them does for Ohio.
- He thanked North Central State College and Drs. Diab and McElfresh for their participation in the OACC leadership and for their support.
- They are beginning their work for the next General Assembly as there is much work to be done in establishing their consensus agenda with all the Ohio community colleges so that we are prepared to speak with one voice.
- His goal is to better understand the unique challenges and opportunities that each community college faces as part of the work to develop our consensus agenda.
- He appreciates getting a better understanding of the CollegeNOW program and marveled at what kind of a cool and innovative program it is.
- At the central point, all community colleges are at the center of the community.
- He wants to be the voice to help the General Assembly understand how their aims and ours intersect.
- The economic momentum in Ohio is very exciting and the work that is being done has great potential for the State and we want to be the best economic partner that we can be.

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

Dr. Dwight McElfresh explained that the primary focus of tonight’s meeting will include: hearing Student Organization update, a College Foundation update, the President’s monitoring report along with other College updates from our president. We also have some board operating policies being updated. We will conduct routine business of the College, and conduct our ongoing policy governance training.

VI. OSU-MANSFIELD ADVISORY BOARD REPORT – *Dr. Dwight McElfresh*

Board Chair, Dr. Dwight McElfresh explained that the next OSU-M Advisory Board meeting would be held on November 21, 2024 and called for a volunteer. Hearing none at this time he pointed out that there is plenty of time before the November meeting and he would bring it up again at the next meeting.

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

A. Student Organizations/Activities Updates

President Dorey Diab presented the Student Engagement report as follows:

- We are still working on student engagement as the semester gets underway.
- Phi Theta Kappa program is having the Deans and Assistant Deans coordinate their activities and they are in the process of establishing the structure. In the meantime, we will continue to update the Board on the activities of the TRiO program and the Honors College.

- For TRiO: they had a summer culture trip where they went to the Michael Jackson musical at the Cleveland Playhouse with students and a couple of staff members early this month.
- They also had a presentation on internships and opportunities with the Playhouse folks. They also went to a Lebanese grill for dinner. I had explained the whole menu to them the previous week. They were happy to know that I suggested getting a sampling before they got started with their orders. They did that to the point that several of the students came back a second time and brought their families. That was a good cultural engagement activity.
- For the Honors College: every year, they pick an instructor to recognize for their engagement and leadership with students in the Honors College program. For the spring semester, they selected Ms. Sara Rollo. The faculty pictures are placed on the wall in the Fallerius hallway leading toward the back door. Congratulations to Sara for all the effort she has put in with Honors College students! She has been a faculty mentor for the students since 2014 with 16 student projects to date.
- The Honors College held an information meeting on campus on August 15th. They had about 24 students, they have 2 online and 2 colloquiums scheduled this semester, one on Thursday, September 26th and one on October 23rd. If Trustees are able to attend, that would be great.

B. North Central State College Foundation Development and Update – Ms. Christine Copper

President Dorey Diab introduced Ms. Chris Copper, Vice President for Development and the College Foundation. Ms. Copper submitted the following report:

Emerald Club 2024/2025

- Goal: \$493,900
- Total in YTD: \$92,000

New asks in progress-Total \$207,000 total, including Millright Maintenance equipment upgrade, \$36,768; \$75,000 for LPN to RN; and RN to BSN, \$30,000; Nursing, \$45,761; Certificate Program/Adult Learning TFS, \$20,000 in Leadership Level major gifts.

Events

- Selected Alumnus of the year will be presented at the Scholarship Luncheon on Thursday, October 3, 2024
- Arts for Success-March 6, 2025, taking nominations for Leadership Award
- Hall of Excellence
 - FY25 date April 10, 2025
 - Nominations are in process and will close Sept 1, 2024

Partnerships

- Grant to cover tuition for the next Drone cohort to start in September, going out to all Police, Sheriff, and State Highway patrol departments, along with Fire departments
- Hospital information sessions are being organized for the 2025 nursing program with our hospitals and long-term care cohorts.

- Working with long term care facilities to provide scholarships for their staff to feed into NCSC nursing programs.

Workforce

- Launched our Advanced Microsoft Excel Workshop Trainings
- Our 3rd Tower Tech Cohort in partnership with ODRC is wrapping up soon.
- Conducted a new training program for Newman Technologies, Gorman Rupp, and Stoneridge.
- Hosted Avita Health Systems for a two-day Microsoft Excel training
- Continuing our leadership training series with RMC through 2025

C. Monitoring Report: Executive Limitations Policy – Asset Protection (4-70)

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

ASSET PROTECTION (EXECUTIVE LIMITATIONS)

Policy No. 3357:13-04-70

The CEO will not cause or allow corporate assets to be unprotected, inadequately maintained or unnecessarily risked or improperly used.

The CEO will not

4.71 Allow board members, staff, and the organization itself to be inadequately insured against

theft, casualty, and liability losses.

4.72 Unnecessarily expose the organization, its board or staff to claims of liability.

4.73 Make any purchase: (a) wherein normally prudent protection has not been given against

conflict of interest; (b) of over \$20,000 without having obtained comparative prices and quality.

4.74 Allow intellectual property, information and files to be exposed to loss or significant damage.

4.75 Receive, process or disburse funds under controls that are insufficient to meet the board-

appointed auditor's standards.

4.76 Compromise the independence of the board's audit or other external monitoring or advice.

Engaging parties already chosen by the board as consultants or advisers is unacceptable.

4.77 Invest or hold operating capital in insecure instruments, including uninsured checking accounts and bonds of less than AA rating at any time, or in non-interest-bearing accounts

except where necessary to facilitate ease in operational transactions.

- 4.78 Endanger the organization's public image, credibility, or its ability to accomplish Ends.
- 4.79 Create or purchase any subsidiary corporation.

The Board Chair (since the board act as one) and key administration personnel (CEO, CFO, Controller, and Foundation Director) are insured for \$1.3 million each. Also, all Board members are covered under the "Pillar Liability Policy" (which includes legal and employment practices) up to \$5,000,000 with a \$10,000 deductible.

We are very diligent in protecting the institution, and minimizing its risk for exposure and liability through continuous review of situations that arise with the Attorney General's Office. However, we can't control what actions others may take.

We review purchases with an eye on eliminating any conflict of interest. Major purchases are made through vendors that are approved by the state, and placed out for bids and comparative process and quality for those equal to or more than \$25,000.

The Board is aware that we do not do typical university research to warrant for example applying for patents and protect that type of intellectual property. Due to a tremendous global increase in electronic viruses, "spam" and "phishing" attacks (some are referring to this as a "global digital pandemic" in an era of cyberattacks and ransomware facilitated by cryptocurrency), our IT department has been able to thwart thousands of attempts on our systems. We continue to enhance firewall cyber security protection, back-up server capabilities to save our files mostly to the cloud, perform disaster recovery, maintain business continuity, and prevent information from being exposed to loss or damage. The board is aware of our systems thwarting a major cyber-attack on our systems that did not get through. We now have a 24/7 surveillance by an outside agency. Yet, this remains a major concern despite all of our efforts especially when our federal and state governments, and even security and financial companies, get hacked regularly from other governments.

State-approved auditors have been performing their responsibilities while maintaining their independence with no interference from college personnel. This has been proven by the financial audits that have been without any findings. Over the past year, the Office of the Auditor of State conducted an audit of co-located campuses, including community colleges and regional campuses of universities. They continue to follow up on implementation of their recommendations including the Federal Gramm-Leach-Bliley Act with regard to privacy of consumer financial information. We hired an outside consultant to help us implement this process.

We hold no operating capital in insecure instruments, including uninsured checking accounts and bonds of less than AA rating at any time, or in non-interest-bearing accounts. With the increased reserve, we split the cash saving amounts between Park National bank (~\$5M) and STAR Ohio (~\$1M) to earn better interest, albeit the interest has been small over the past year. One evidence is the high monthly cash-on-hand.

The college's public image and credibility have been generally strong as evidenced by the many accolades that the college received and many publications in the newspaper and the electronic media.

The College has no subsidiary corporation.

D. College Update

1. We started the process of moving staff from Byron Kee to Fallerius including admissions and College Credit Plus staff.
2. The architect started to review the drawings of the Fallerius building for potential design and renovation changes and potential scheduling of contractors when the college is closed.
3. On July 31, and through the coordination of a team from OSU-Columbus, staff from OSU-Mansfield and NCSC participated in a joint table top exercise to enhance cooperation and communication for an emergency response during times of crisis. The topic was a stranger attacking students on campus.
4. On Saturday, August 3, the College held a convocation for adjunct faculty at the Kehoe Center for orientation to college policies, division activities, and course delivery.
5. On Thursday, August 8, and Friday, August 9, the College held our fall convocation for full-time faculty and staff. Presentations included topics such as artificial intelligence, student financial wellness, campus safety, student success, and assessment.
6. On Tuesday, August 6 through Friday, August 9, Dr. Diab attended the AACCC Board of Directors meeting in Washington DC. Topics included orientation to new members; committee on audit and finance that Dr. Diab is a member of; updates from the committees on advancement, memberships, workforce, and government relations. The meeting also included presentation on high-performing boards, AI transfer and articulation infrastructure, Raise the Bar from the U.S. Department of Education. Brainstorming on the AACCC mission focused on four big rocks: advocacy and federal legislative issues, future focus, communicating value, and professional development.
7. The week of August 12 was an extremely busy week for College start-up coordinating the activities of student schedule and faculty workload. There was an increase of 3.8% in credit hours in comparison to the same time last year. We still have several thousand CCP credit hours to register yet based on the input from the high schools, in addition to registration for the second 8 weeks.
8. On Tuesday, August 13, Dr. Gray and Dr. Diab participated in the graduation ceremony for the OPOTA class.
9. On Tuesday, August 20, Dr. Diab held a meeting with Dr. Jason Opal, the new OSU-M dean to welcome him to the community and share topics of mutual interest for the whole campus.
10. On Monday, August 26, OSU President, Ted Carter invited the community college presidents. and the deans of the co-located OSU campuses to Columbus to enhance partnerships and collaboration among the institutions in serving the needs of the regions.
11. Currently for enrollment, comparing 15th day with 15th day, we have a 5.6% increase in credit hours; and a 3.8% increase in headcount. We would like to get to 21,500 credit hours to meet our budget projections. Currently, we are at 19,800 but we still have a lot of CCP classes

coming and are also expecting some more for the 2nd 8-week term. Again, the goal is not how much we get at the beginning but how much we end up with at the end of the term.

VIII. 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 Mr. Steven Stone and seconded by Ms. Elisabeth Morando the roll was called:

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

Nays: None

Passing unanimously, the following items were approved.

A. Approval of Minutes for July 24, 2024 “Regular Meeting”

B. Approval of Minutes for July 24, 2024 “Annual Planning Retreat”

C. Consideration of Approval of Status Change – R-2024-27

CONSIDERATION OF APPROVAL OF STATUS CHANGES

R-2024-27

STATUS CHANGE

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

BEGINNING August 5, 2024

Melinda Roepke

- *Melinda Roepke is moving from Nursing Programs Administrator to Nursing Faculty.*

D. Consideration of Approval of Employment of College Personnel – R-2024-28

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2024-28

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 August 5, 2024

*Laura Gilmore, Administrator, Nursing Programs
Ashland University, Doctor of Nursing Practice
Walden University, MS, Nursing Education, Leadership
University of Toledo, B.S., Nursing*

BEGINNING August 8, 2024

*John Anthony Miller, Biology Faculty
Kent State University, PhD, Ecology & Evolutionary Biology
The University of Akron, M.S., Ecology
The University of Akron, B.S., Biology*

BEGINNING August 8, 2024

*Daniel Foss, Information Technology Faculty
Ohio University, Master of Education, Microcomputers in Education
Kentucky Christian College, Bachelor of Science, Elementary Education
Ohio State University, Career Tech Certification*

BEGINNING August 8, 2024

*Cyrus Hagigat, Mechanical Engineering Faculty
University of Maryland, B.S., Mechanical Engineering
Central Michigan University, M.S., Computer Science
University of Akron, M.S., Mechanical Engineering
Case Western Reserve University, Ph.D., Mechanical Engineering*

BEGINNING August 12, 2024

*Jennifer Lacey, PTA Faculty, Clinical Coordinator
North Central State College, A.A.S., Physical Therapist Assistant
Youngstown State University, B.S., Applied Science in Allied Health*

BEGINNING August 19, 2024

*Abigail Crager, Office Assistant, Engineering Technology, Business & Criminal
Justice Division
North Central State College, A.A.B., Business Management*

BEGINNING August 19, 2024

Abbie Barwick, Part Time Teacher Assistant Substitute, Child Development Center

BEGINNING August 20, 2024

Leona Elkin, Nursing Faculty

Lorain County Community College, A.A.S., Nursing

Chamberlain University, B.S., Nursing and M.S., Nursing Education

BEGINNING August 26, 2024

Md Saiful Islam, Mechanical Engineering Faculty

Bangladesh University of Engineering & Technology, B.S., Mechanical Engineering

*Norwegian University of Science and Technology, M.S. Petroleum Engineering
University College Dublin Ireland, Ph.D., Geological Sciences*

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2024-28

Laura Gilmore is hired as the Administrator of Nursing Programs to replace Melinda Roepke.

John Anthony Miller is hired as Biology Faculty.

Daniel Foss is hired as Information Technology Faculty to replace Brian Baldrige.

Cyrus Hagigat is hired as Mechanical Engineering Faculty.

Jennifer Lacey is hired as PTA Faculty/Clinical Coordinator to replace Allyson McCune.

Abigail Crager is hired as the Office Assistant for the Engineering Technology, Business & Criminal Justice Division to replace Ally Green.

Abbie Barwick is hired as a part time Teacher Substitute at the Child Development Center.

Leona Elkin is hired as Nursing Faculty to replace Kelly Cominsky.

Md Saiful Islam is hired as Mechanical Engineering Faculty to replace Sneha Vanga.

REGULAR AGENDA

Upon approval of the Consent Agenda, Ms. Elisabeth Morando asked about so many new hires and noticed so much turnover on the last few Separations Reports. Dr. Dwight McElfresh commented that perhaps there were some additional measures or opportunities that could be explored to attract and keep the valuable skills the College needs especially when it comes to retaining the valuable skills of our retirees and encouraged him to explore those possibilities. Dr. Dorey Diab agreed. Ms. Elisabeth Morando stated that she felt that it was appropriate to make the Board's resolve on this matter and charge the CEO with its implementation.

A. Consideration of Approval of Enhanced Employee Recruitment and Retention Measures – R-2024-31 – Dr. Dwight McElfresh

**CONSIDERATION OF APPROVAL OF
ENHANCED EMPLOYEE RECRUITMENT AND RETENTION MEASURES**

R-2024-31

WHEREAS: *the Board recognizes that shrinking talent markets makes the recruitment of quality, skilled employees a challenging task for many industries including higher education in general and community colleges specifically, and*

WHEREAS: *the promise of higher wages, benefits, and attractive work environments especially from the private sector and larger institutions makes the retention of quality employees equally challenging, and*

WHEREAS: *the aging of the senior members of the workforce is leading to a loss of experienced employees as they reach the age of retirement, and*

WHEREAS: *the Board is enthusiastic about exploring enhanced employee recruitment and retention measures to attract and retain the high quality employees the College needs to achieve and maintain the reputation for high quality, affordable and responsive education the College has become known for, and*

WHEREAS: *the prosperity of the communities and businesses of the North Central State College district relies heavily on the College's sustainability now and well into the future.*

NOW, THEREFORE BE IT RESOLVED: *by the Board of Trustees of North Central State College hereby directs the CEO to explore enhanced employee recruitment and retention measures that may include the rehiring of quality employees beyond retirement in addition to other incentives.*

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of a resolution to direct the pursuit of enhanced employee recruitment and retention measures. Ms. Kristin Aspin seconded the motion. The Board Chair, Dr. Dwight McElfresh called for any further discussion. Mr. Mark Masters commented that from their perspective as a private employer, they have probably seen since 2020, their non-officers staff which is about sixty-percent of their employees, receive approximately a thirty-five percent increase in their wage in order to keep them. It is tough to keep them and for the officer staff, which includes all of their managers and senior staff, it's been significant, probably twenty-five percent. They've also had to enhance long-term benefits. They don't have the benefits that the State has so they've had to figure something out. He stated that "It is a tough nut right now to keep people employed in the long-term." Ms. Morando added that he made a good point and community colleges can only pay so much. It's hard to be competitive with private business and university work. For a person approaching retirement who could retire and collect retirement benefits and then be re-hired and earn a salary too, that might be an attractive situation. Mr. Steven Stone added that it is an attractive benefit and

a relatively low-cost feature for the institution still, this seems to be a means issue for the CEO and not a means issue for the Board. Ms. Morando clarified that the motion on the table is to direct the CEO to explore relative policies and other activities and bring them in line with the Board's directive to address the sustainability of the human resource within the organization. Board Chair, Dr. Dwight McElfresh called for any further discussion. Hearing none, the roll was called:

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

Nays: None

The item was approved with a unanimous vote.

B. Treasurer's Report for June 30, 2024 – Dr. Dorey Diab

Ms. Lori McKee presented the Treasurer's Report for the period ending June 30, 2024. She stated that revenues for the month totaled \$935,459. Expenditures were \$1,651,005 leaving a deficit of \$715,546. Year-to-date revenues totaled \$21,380,243. Year-to-date expenditures totaled \$16,200,405 leaving an excess of \$5,179,838. The Month End Investment Balance for June 2024 was \$6,248,302 (\$1,158,751 in Star Ohio and \$5,089,551 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.

ACTION TAKEN: Ms. Kimberly Winkle moved for approval of the Treasurer's Report for the period ending June 30, 2024. Mr. David Bush seconded the motion and following some brief discussion, the roll was called:

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

Nays: None

The item was approved with a unanimous vote.

C. Treasurer's Report for July 31, 2024 – Dr. Dorey Diab

Ms. Lori McKee presented the Treasurer's Report for the period ending July 31, 2024. She stated that revenues for the month totaled \$5,803,259. Expenditures were \$1,263,616 leaving an excess of \$4,539,643. Year-to-date revenues totaled \$5,803,259. Year-to-date expenditures totaled \$1,263,616 leaving an excess of \$4,539,643. The Month End Investment Balance for July 2024 was \$6,317,633 (\$1,164,093 in Star Ohio and \$5,153,540 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.

ACTION TAKEN: Ms. Elisabeth Morando moved for approval of the Treasurer's Report for the period ending July 31, 2024. Mr. Steven Stone seconded the motion and following some brief discussion, the roll was called:

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

Nays: None

The item was approved with a unanimous vote.

IX. POLICY GOVERNANCE

A. Appointment of the North Central State College District Trustee Selection Committee – R-2024-29 - Dr. Dwight McElfresh

CONSIDERATION OF APPOINTMENT TO THE NORTH CENTRAL STATE COLLEGE DISTRICT TRUSTEE SELECTION COMMITTEE FOR 2025

R-2024-29

WHEREAS: *Ohio Revised Code 3357.05(B)(2), charges the executive committee of the technical college's board of trustees to appoint the members of the trustee selection committee, and*

WHEREAS: *the trustee selection committee shall appoint trustees to serve on the North Central State College Board of Trustees who are not appointed by the governor, and*

WHEREAS: *the terms of office for trustees appointed by the trustee selection committee shall be for three years with the advice and consent of the senate.*

NOW, THEREFORE BE RESOLVED: *that the Executive Committee of the North Central State College Board of Trustees, takes pleasure in appointing the following individuals for service on the 2025 North Central State College Trustee Selection Committee: Mr. Matthew P. Smith of Richland County; Mr. James M. Cutright of Ashland County, and Ms. Duana Patton of Crawford County.*

BE IT FURTHER RESOLVED: *that the Executive Committee of the North Central State College Board of Trustees extends its gratitude to these appointees for their willingness to serve and contribute to the mission and vision of North Central State College.*

ACTION TAKEN: The Executive Committee of the North Central State College consisting of Dr. Dwight McElfresh, Board Chair; Ms. Linda Nelson, Board Vice Chair; and Ms. Elisabeth Morando, Immediate Past Chair, Approved and Adopted this appointment resolution on the 28th day of August 2024.

B. Nominating Committee Report - Dr. Dwight McElfresh

1. 2025 Nominating Committee

Board Chair and 2024 Nominating Committee Chair, Dr. Dwight McElfresh pointed out that with himself, Mr. David Bush and Mr. Mark Masters up for reappointment, it would be necessary to replace him and Mr. Mark Masters on the 2025 Nominating

Committee and called for volunteers to serve. Ms. Elisabeth Morando indicated that she would serve and Mr. Steven Stone indicated he would serve. Dr. McElfresh asked Ms. Kim Winkle if she would continue her service on the 2025 committee and she indicated she would. Dr. McElfresh then asked Mr. Steven Stone if he would be willing to serve as the Chair of the 2025 Nominating Committee and he agreed that he would. The 2025 Nominating Committee was then issued their charge for the coming appointment/reappointment year.

2. Nomination of Officers for 2025

Dr. Dwight McElfresh reported that the 2024 Nominating Committee had reached out to secure the recommendation for slate of officers for 2025. As such, Vice Chair, Ms. Linda Nelson (Crawford County) agreed to assume her elevation to Board Chair; and Secretary of the Board, Mr. Mark Masters (Richland County) agreed to assume his elevation to Board Vice Chair. The nominating committee then reached out to Ms. Kristin Aspin (Ashland County) to garner her willingness to accept a recommendation to serve as the 2025 Secretary of the Board and she agreed to serve as such.

ACTION TAKEN: Therefore, on behalf of the 2024 North Central State College Nominating Committee, Dr. Dwight McElfresh conveyed the recommendation for the 2025 Slate of Officers as Chair, Ms. Linda Nelson; Vice Chair, Mr. Mark Masters; and Secretary of the Board, Ms. Kristin Aspin. Ms. Elisabeth Morando moved for approval of the Nominating Committee's recommendation for slate of officers for 2025. Mr. Steven Stone seconded the motion and the roll was called:

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

Nays: None

The item was approved with a unanimous vote.

C. Discussion of Agenda Planning – *Dr. Dwight McElfresh*

1. 2024-2025 Annual Calendar/Agenda

Board Chair, Dr. Dwight McElfresh called for and previewed the 2024-2025 Annual Calendar\Agenda for the upcoming months of September, October, and December.

2. Review of Actionable Items.

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

- a. BOT to review 2nd Quarter Trend Analysis Report at August Board Meeting – This item will be addressed later in the agenda.

- b. Try to arrange an introduction with the new OACC Leader to the Board at an upcoming meeting – This item was addressed earlier in the agenda.
- c. ACCT Presentation Team to set date/time for presentation assignments, discussion, and practice prior to the ACCT Leadership Congress – This item will be discussed later in the agenda.

3. Community Connections.

Dr. Dwight McElfresh – shared that he had an opportunity to join Ashland City Schools for their kick-off to a new school year. Their charge was to be great teammates in a lively presentation by Ms. Sue Ramsey, Head coach of the Ashland University Women’s NCAA Championship Basketball team. She talked about the importance of teamwork.

Ms. Kristin Aspin – shared that she recently had an opportunity to have a conversation with the principal of Ashland Christian school. He was not familiar with the NCSC Tuition Freedom Scholarship program and the fact that we had a couple bachelor’s degree programs. Ms. Aspin was able to provide him an update on some of the features that would be important for middle-schoolers to begin thinking about.

Mr. Mark Masters – shared that he had the opportunity to meet with some employees from Ashland who were graduates of NCSC. They were so enthusiastic about the community college education and their experience at North Central State College. They stated that they often refer students to NCSC. One of the challenges he faces at his company is to provide financial literacy education throughout the community. He pointed out that they do not have a common curriculum for such training and has reached out to the NCSC’s Business School for some assistance. Perhaps something like the Junior Achievement model will make higher education less intimidating.

He also shared that he was a guest speaker in Boston where the audience/participants had varying levels of background. The subject of community colleges came up and led to the realization that a community college education as a viable pathway to success. Ms. Elisabeth Morando shared some additional commentary and support from conversations she has had with others as well on this topic.

4. Reflections on 2nd Quarter 2024 Self-Assessment Survey Trends (April-June).

Dr. Dwight McElfresh asked if all Trustees had the opportunity to review the Board Performance/Self-Assessment Survey Trend Analysis for the 2nd Quarter of 2024. The Board reviewed each survey topic, discussed trend analysis results, and considered areas for improvement.

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

1. Ms. Kristin Aspin led the discussion of Rehearsal Scenario 4.5 “Do Board Members Have Authority Over Staff?”

In this scenario: A board member instructs staff to perform tasks for her such as scheduling lunch appointments. Staff have cooperated with these requests, but now the CEO has instructed staff that this may not continue and has advised the board member of this instruction. What should the board member do?

2. Policy Governance Policy Review (IAW 02.14) – training includes a continuing review, refresher, and reassessment of current Policy Governance policies. Mr. Mark Masters led the discussion and review of Governance Process policies 3.3 and 3.4. The Board concurred that 3.3 & 3.4 are still relevant and still accurate.

E. Board Operating Policies Review

1. 02-90 Board Committee Structure Policy

Board Chair called for discussion on the addendum to the policy on Board Committee Structure noting that the change is to add the inclusion of the Trustee Selection Committee to the policy. Most of this language comes straight from the Ohio Revised Code with just a few exceptions and he reviewed the language to be added. Ms. Elisabeth Morando commented about the specific date of no later than January 15th for the Trustee Selection Committee to complete their work. She was concerned that the implied absolutism in meeting this deadline may be setting the committee up for failure should something come up to prevent them from meeting this deadline and suggested different language that this was a preferred date rather than “no later than”. After some further discussion it was decided to edit this language to reflect that the Trustee Selection Committee should select individuals for appointment/reappointment “ideally” by January 15th. With consensus from the Board on this change in language, the Board Secretary will revise the language of the addendum and bring it back to the Board’s next meeting for final review and approval.

2. 11-13 Books, Accounts, and Records Policy.

Board Chair, Dr. Dwight McElfresh called for discussion of the Books, Accounts, and Records Policy. The policy was established from the Ohio Revised Code language providing direction on the topic. That part of the revised code has remained unchanged therefore, the language of this policy is still relevant and still accurate and does not conflict with any content within the newly established governance policies. No action to update or rescind this policy is required.

X. BOARD CHAIRPERSON REPORT- *Dr. Dwight McElfresh*

A. 2024 ACCT Leadership Congress (October 23-26, Seattle, WA)

Dr. Dwight McElfresh reported that the presentation team is on deck to present on October 25th at 2:15pm. Dr. Dorey Diab pointed out that the presentation team will need to establish a date/time to preview the presentation, assign roles, and to practice their delivery. Following some discussion, the presentation team determined that they would arrive to the September Board meeting about one hour early so they may accomplish their preparation and practice on the presentation.

B. Proposed Meeting Dates for 2025

Dr. Dwight McElfresh recapped the proposed meeting dates for 2025 and called for any discussion of dates that may appear to be in conflict.

XI. EXECUTIVE SESSION

The Chair called for an Executive Session at 7:19 p.m. to discuss the Contract and/or compensation of a public employee (The president’s annual contract and compensation). Ms. Kim Winkle made a motion and it was seconded by Mr. David Bush. Dr. Dwight McElfresh, Board Chair, explained that he does expect further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Ms. Kristin Aspin – “yes”
Mr. David Bush – “yes”
Mr. Mark Masters – “yes”
Dr. Dwight McElfresh – “yes”
Mrs. Elisabeth Morando – “yes”
Mrs. Linda Nelson – “yes”
Mr. Steve Stone – “yes”
Ms. Kimberly Winkle – “yes”

At 7:44pm p.m., the Chair, Dr. Dwight McElfresh declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

A. Consideration of Approval of the President’s Contract Renewal and Compensation – R-2024-30 – Dr. Dwight McElfresh

CONSIDERATION OF APPROVAL OF THE PRESIDENT’S CONTRACT RENEWAL AND COMPENSATION

R-2024-30

WHEREAS, President Diab has worked collaboratively with the Trustees to create a great vision of access and success, and to align resources to accomplish that vision, and

***WHEREAS**, President Diab has undergone an extensive evaluation that included a thorough self-evaluation, and*

***WHEREAS**, President Diab has provided evidence of successful accomplishment of board stated ends per ENDS policies and avoidance of board proscribed means per Executive Limitations Policies, and*

***WHEREAS**, President Diab’s efforts in providing a balanced budget and increased reserves are reflective of the Board’s goal of improving the College’s financial position, and*

***WHEREAS**, President Diab is commended for leading the ongoing work on the Ends Policies and Strategic Planning metrics that will guide the Board and the Administration Team in monitoring the work of the College, and*

***WHEREAS**, President Diab is commended for the College’s superior accomplishments in addressing the needs of the community, and*

***WHEREAS**, President Diab is commended for his leadership and advocacy at the State and National levels.*

***NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of North Central State College renews the current contract with Dorey Diab as President with the following changes:*

- 1. The contract is extended for five years through June 30, 2029, and*
- 2. President Diab’s annual salary as President of the College shall be increased for fiscal year 2025 by six percent of his current salary retroactive to July 1, 2024, and*
- 3. President Diab’s compensation shall include a one-time stipend equal to six percent of his current salary, and*
- 4. The payment of salary and other benefits is subject to the sufficiency of legislative salary appropriations and the receipt of sufficient funds to enable performance hereof by the College, and*
- 5. The Board and President Diab intend to enter into a separate written agreement setting forth in more detail the aforementioned premises.*

ACTION TAKEN: Mr. Steven Stone moved for approval of the Approval of the President’s Contract Renewal and Compensation. Ms. Linda Nelson seconded the motion and the roll was called:

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

Nays: None

The item was approved with a unanimous vote.

XII. 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 there were great Community Connections and policy discussions. Ms. Aspin and Mr. Masters had great policy governance training and policy review discussions.

XIII. TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, September 25, 2024 at 5:30pm in the Gorman Room (165-Fallerius).

XIV. 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, Dr. Dwight McElfresh declared the meeting adjourned at 7:53 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Dr. Dwight McElfresh, Board Chair