

**North Central State College
Board of Trustees' Meeting
September 25, 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 eight in person and none 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:

Mr. David Bush
Mr. Mark Masters (5:50pm)
Dr. Dwight McElfresh
Ms. Elisabeth Morando
Ms. Linda Nelson
Mr. Steven Stone
Mr. Patrick Williams
Ms. Kimberly Winkle

Absent:

Ms. Kristin Aspin

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; Ms. Chris Copper (online), Vice President for Development/Foundation; and Ms. Sara Rollo (online) representing the Faculty. President Diab also introduced Ms. Duana Patton (online), present to observe the proceedings.

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

Dr. Dwight McElfresh explained that the primary focus of tonight's meeting will include: consider edits to our Board governance process policy, Board Committee Structure, consider the nominating committee recommendations, conduct board training, and to conduct routine business of the Board.

V. 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. Mr. Steven Stone indicated that he would plan to attend to represent the NCSC Board of Trustees. Dr. McElfresh thanked him for his willingness to represent.

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

A. Student Engagement Updates

President Dorey Diab presented the Student Engagement report as follows:

- For TRiO:
 - A TRiO Fall Kick-off was held on August 22 with twenty-six (26) students participating. The focus of the event was to welcome students who are new to TRiO into the program, strengthen their connections with other students, and to provide them important information regarding campus resources. The overall “theme” for the day was financial wellness and literacy, which the morning session speaker Mrs. Teana Sykes, Tea Talk, emphasized through interactive activities, financial affirmations, and real-life application of concepts.
 - In the afternoon, NC State Accounting Faculty Donna Kittle shared budgeting tips and money management strategies with students. One student stated in their evaluation that “I learned to start budgeting now while I am young”. Another student indicated in their evaluation that the budgeting and financial information would help them “start with a clean state” after previously making bad financial planning decisions.
- Two Honors College colloquiums are scheduled for fall term.
 - Thursday, September 26, 5-6:00 p.m.
 - Dr. Rich Rader – “Gen What? Understanding Why Those Older or Younger Than You Just Don’t Get It.”
 - Wednesday, October 23, 5-6:00 p.m.
 - Dr. Blake Wagner – “Navigating Mental Health in the Digital Age”
 - There are currently 18 students participating in the Honors College for fall semester. These students are collectively working on research for 21 honors projects.

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: \$135,741 Pledged:
- Approved \$45,761, expected by the end of Sept 2024
- Approved \$10,000 Emerald Club, expected by September 19

New asks in progress-Total \$136,000 total, including Millright Maintenance equipment upgrade, \$36,768; \$75,000 for LPN to RN and RN to BSN; \$30,000, Nursing, Certificate Program/Adult Learning TFS, \$20,000 in Leadership Level major gifts.

Events

- Scholarship Luncheon on Thursday, October 3, 2024, expect a full house and engineering focus
- Arts for Success - March 6, 2025, taking nominations for Leadership Award
- Hall of Excellence
 - FY25 date April 10, 2025
 - Nominations selection is in process.

Partnerships

- Leadership and Supervision classes are full and will require all instructors on deck
- Hospital information sessions are being organized for the 2025 nursing program with our hospitals and long-term care cohorts.
 - Hosting Columbus OhioHealth staff in late September on campus.
- Working with long term care facilities, meetings are occurring and scholarships for their staff will be awarded 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.
- Customized 2025 training program for Newman Technologies, Gorman Rupp, and Stoneridge are in process.
- On track to meet FY25 workforce target

C. Monitoring Report: Executive Limitations Policy – Ends Focus of Grants and Contracts (4-80)

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

ENDS FOCUS OF GRANTS AND CONTRACTS (EXECUTIVE LIMITATIONS)
Policy No. 3357:13-04-80

The CEO will not enter into any grant or contract arrangements that fail to emphasize the production of ends and the avoidance of unacceptable means.

The CEO will not

4.81 Allow grantees to be unaware of restrictions on particular methods and activities to preclude grant funds from being used in imprudent, unlawful or unethical ways.

4.82 Make grants to grantees that do not have, in the CEO's opinion, the capacity to produce appropriately targeted, efficient results.

4.83 Fund specific methods except when doing so for research purposes, when the result to be achieved is knowledge about differential effectiveness of various methods.

The College acts as a financial agent on multiple grants. These grants are performed by college employees or other quasi-employees (i.e., they receive their paychecks from the College, who acts as the financial agent, with employees being either directly or indirectly employed by the College). Examples include TRIO, Motorcycle Ohio, Title III, and Early Head Start. The College holds such employees to the standards specified by the grantor, in addition to the College standard operating procedures. We generally do performance evaluations of these employees in collaboration with the entities they represent. Renewal of many of these grants is evidence of the college acting in a prudent, lawful and ethical way. We also turned down some grants that were not in alignment with our mission, or did not have the capacity to do.

Since 2014, the college has managed and continue to manage over 31 million dollars in grants, including capital projects, in prudent, lawful and ethical ways. Any major changes to grant contracts are addressed with government representatives or the state controlling board to receive official permissions prior to proceeding.

Grants awarded: *We continue to be successful with our grant efforts. The amount is over \$3.18 million this past year (FY2024) from local, state, and federal sources. The sources of Grants/Scholarships Awarded (beyond fundraising) include:*

Early Head Start; Early Childhood Education; Perkins; Behavioral Health Workforce Expansion; State Super Rapids (BIT/Health); Expanding Campus Partnerships; Work and Talent Ready; Mental Health; TRiO; Choose Ohio First; and Title III.

Currently we are working on a U.S. Department of Labor (DOL) grant for Strengthening Community Colleges that is focused on health programs at NCSC. We are also partnering with four other community colleges on a manufacturing grant from the same source for the Ohio Northshore (Lorain, CCC, Terra, Owens). Both focused on more personnel.

D. College Update

This semester, Dr. Diab started a new process of attending some faculty classes to hear directly from the students in the different divisions on such topics like the impact of courses and faculty in their education, resources they may need, and how the College can improve.

1. We continue to work with the architect to review the drawings of the Fallerius building for potential design and renovation changes and potential scheduling of contractors when the college is closed to move staff from Byron Kee to Fallerius.
2. On Thursday, August 29, Dr. Diab held a college open forum for faculty and staff. The theme of the meeting was High-Tech and High-Touch. The high-tech part focused on artificial intelligence presented by our instructional designer Mike Welker. The high-touch focused on customer service presented by our director of marketing Keith Stoner.
3. On August 29, Dr. Diab and Keith Stoner, along with many students participated in the North Central Ohio Industrial Museum (NCOIM) - Champion of Industry Dinner, to induct regional manufacturers into the Hall of Fame at the historic Ohio State Reformatory.
4. On Wednesday, September 4, Dr. Diab participated in the Crawford Success Center Advisory Board meeting. Much progress has been made in terms of increased enrollment and outreach to the community. Community members were very pleased with the progress.
5. On Thursday, September 5, twelve employees from College staff and administration participated in the United Way Day of Caring, and painted multiple rooms at Catholic charities. Dr. Diab continues to chair the strategic planning committee of the United Way to develop the future strategies.
6. On Thursday evening, September 5, Dr. Diab presented at the Richland Source “Tomorrow’s Talent” event at Kehoe where journalists reported on their year’s effort of the project that the College championed with them to explore research and findings on educational attainment, jobs, and the workforce. The reports are compiled at this link <https://www.richlandsource.com/tomorrows-talent/>
Dr. Diab unveiled at the event the College’s Tuition Freedom for our Bachelor of Applied Science in Mechanical Engineering Technology. Students starting in the College Now program, finishing their associate degree before they finish high school, can continue with the College and finish their engineering bachelor degree in just two years, tuition free. That is how the College is taking time and money away from the concerns of students and parents.
7. On Saturday, September 7, Dr. Diab attended the funeral of Dr. Lucille Ford in Ashland (1921-2024). She was a giant of a community servant, a former NC State Board member, and an inductee into the North Central Ohio Hall of Excellence. Most impressive is the quote from George Bernard Shaw in her loving memory on the purpose drive life:
This is the true joy in life, being used for a purpose recognized by yourself as a mighty one. Being a force of nature instead of a feverish, selfish, little clod of ailments and grievances, complaining that the world will not devote itself to making you happy. I am of the opinion that my life belongs to the whole community and as long as I live, it is my privilege to do for it what I can. I want to be thoroughly used up when I die, for the harder I work, the more I live. I rejoice in life for its own sake. Life is no brief candle to me. It is a sort of

splendid torch which I have got hold of for the moment, and I want to make it burn as brightly as possible before handing it on to future generations.

8. On Monday, September 9, Dr. Gray and Dr. Diab held a meeting with the Superintendent and Principal of Ontario City Schools, Keith Strickler and Chris Smith. The purpose was to explore transfer opportunities including CCP and engineering.
9. On Tuesday, September 10, Dr. Diab and Ms. Lori McKee participated in a meeting with OSU-Mansfield new dean, Jason Opal, and facilities representatives from the main campus to discuss the possibilities of metering NCSC buildings. They will do an estimate on process and cost and get back with us before the end of month.
10. On Wednesday, September 11, Dr. Diab participated in the Team NEO (North East Ohio) Talent Development Council. The focus was on the region's focus on attracting and retaining international student and employees to overcome the talent and demographic challenges.
11. On September 11, Dr. Diab participated remotely in the national Chair Academy Board meeting to review progress in the professional development of academic leaders in the U.S., Canada and Internationally.
12. On Thursday and Friday, September 12 and 13, under the leadership of Dr. Gray, a team of faculty, staff and administrators attended and presented at the Ohio Association Community Colleges Student Success Leadership Institute. Dr. Diab continues to serve on the OACC's legislative committee to strengthen advocacy for Ohio's community colleges with the administration and the legislature.
13. We had the engineering accreditation visit, on September 22-24 (Sunday-Tuesday), by the Accreditation Board for Engineering Technology (ABET) to evaluate our Bachelor of Applied Science in Mechanical Engineering Technology now that we have graduates in the program. We expect the program to be accredited as there were few things to improve upon with no findings.
14. On Tuesday, September 24, at President's Cabinet, we discussed and approved operational policies related to employee attraction and retention initiatives, including retire/rehire, and compensation for payment for unused vacation relative to unused sick days.

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, seconded by Mr. David Bush and passing unanimously, the following items were approved:

A. Approval of Minutes for August 28, 2024 “Regular Meeting”

B. Consideration of Approval of Status Change – R-2024-32

**CONSIDERATION OF APPROVAL OF
STATUS CHANGES**

R-2024-32

STATUS CHANGE

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

BEGINNING September 9, 2024

Melanie Reynolds

- *Melanie Reynolds is moving from Lead Preschool Teacher to Early Childhood Education Curriculum Coordinator, Child Development Center.*

C. Consideration of Approval of College Personnel Professional Growth Recognition – R-2024-33

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

R-2024-33

Chloe Mealey has completed a Bachelor of Science, Environmental Studies at Southern New Hampshire 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.”

REGULAR AGENDA

A. Treasurer’s Report for August 31, 2024 – Dr. Dorey Diab

Ms. Lori McKee presented the Treasurer’s Report for the period ending August 31, 2024. She stated that revenues for the month totaled \$2,283,597. Expenditures were \$1,775,362 leaving an excess of \$508,235. Year-to-date revenues totaled \$8,086,856. Year-to-date expenditures totaled \$3,038,978 leaving an excess of \$5,047,878. The Month End Investment Balance for August 2024 was \$6,375,621 (\$1,169,455 in Star Ohio and

\$5,206,166 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 August 31, 2024. Ms. Kimberly Winkle seconded the motion and the item was approved with a unanimous vote.

B. Consideration of Approval of Amendment to Board Governing Process Policy 2-90 Board Committee Structure – R-2024-34 – Dr. Dwight McElfresh

**CONSIDERATION OF APPROVAL
OF AMENDMENT TO GOVERNANCE PROCESS POLICY
2.90 BOARD COMMITTEE STRUCTURE**

R-2024-34

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

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

NOW, THEREFORE BE IT RESOLVED: *that the Board of Trustees hereby approves the amendment to Governance Process Policy 2.90 – Board Committee Structure Policy.*

ACTION TAKEN: Ms. Kimberly Winkle moved for approval of resolution R-2024-34 Amendment to Governance Process Policy 2.90 Board Committee Structure. Mr. Patrick Williams seconded the motion and the item was approved with a unanimous vote.

3357:13-02-90 Board Committee Structure Policy (Governance Process)

A committee is a board committee only if its existence and charge come from the board, regardless whether board members sit on the committee. The only board committees are those which are set forth in this policy. Unless otherwise stated, a committee ceases to exist as soon as its task is complete.

2.91 Executive Committee

a. Product(s): (1) Set the Board Agenda in coordination with the Chief Executive Officer (CEO) approximately one week before the scheduled Board Meeting; (2) evaluate the CEO before deliberation with the full Board; and (3) appoint members of the trustee selection committee (ORC 3357.05(B)(2)).

b. Authority: Executive Committee membership includes the current board chair, the current vice chair, and the immediate past chair.

2.92 Nominating Committee

a. Product: Properly screened potential board members and slate of officers—by no later than October 15th each year.

b. Authority: To incur costs of no more than \$1,000 direct charges and no more than 20 hours of staff time per annum.

2.93 Trustee Selection Committee

a. Product: Select individuals not appointed by the governor, for appointment/reappointment to the North Central State College Board of Trustees, from individuals nominated by the Board of Trustees or other applicants—ideally by January 15th each year.

Requires the following for trustees appointed by the Trustee Selection Committee:

- (1) To the greatest extent possible, trustees should hold a leadership position within significant industries in the technical college district.
- (2) Trustees must reside (be electors) within the technical college district.
- (3) Trustees are appointed with the advice and consent of the Senate.
- (4) Terms are for three years.

b. Authority: Trustee Selection Committee members are appointed by the Executive Committee of the North Central State College for a term of service to be determined by the Executive Committee.

- (1) The Trustee Selection Committee shall consist of either three or five members.
- (2) Committee members shall be local business, civic, or nonprofit leaders within the College's service region.
- (3) Committee members shall not be current sitting members of the technical college's board of trustees.
- (4) Committee members shall be required to file a Financial Disclosure Statement with the Ohio Ethics Commission within 90 days of appointment and then for

each year in which he or she served. This means that any person serving as a committee member will also be required to file a statement in the year after he or she leaves the position, reflecting information for the final year in which he or she served as a member. The technical college is responsible for paying the financial disclosure filing fees as well as any late fees that accrue in the event that members file statements after the relevant deadline.

VIII. POLICY GOVERNANCE

A. 2025 Nominating Committee Report – *Mr. Steven Stone*

Mr. Steven Stone reported that the Nominating Committee recommends Dr. Dwight McElfresh, Mr. David Bush, and Mr. Mark Masters for consideration of reappointment to another term of service to the North Central State College Board of Trustees. Dr. Dwight McElfresh and Mr. Mark Masters have accepted the committee's recommendation for reappointment; however, Mr. David Bush has indicated that while he appreciates receiving the committee's recommendation, he will not be seeking reappointment to another term. Therefore, the nominating committee will forward its recommendation and will open the search for a Crawford County nominee to fill David's seat on the Board come 2025.

ACTION TAKEN: Therefore, on behalf of the nominating committee, Mr. Steven Stone conveyed the committee's recommendation and made a motion for approval to forward the names of Dr. Dwight McElfresh for consideration of reappointment to a local appointment for Ashland County and Mr. Mark Masters for consideration of reappointment to a governor appointment for Richland County. Ms. Linda Nelson seconded the motion, and the item was approved with a unanimous vote.

B. 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 October, November, and December.

2. Review of Actionable Items.

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

- a. Send notification of Trustee Selection Committee appointments to the Ohio Ethics Commission/Filing Fees – This item was accomplished before the meeting.

- b. Bring revised Board Committee Structure policy (02-93) back to the Board for Consideration of Approval – This item was addressed earlier in the agenda.
- c. ACCT Presentation Team come to September meeting by 4:00pm (1 hour early) for presentation assignments, discussion, and practice prior to the ACCT Leadership Congress – This item was completed prior to the meeting.
- d. Review/Confirm Ethics Training Requirements and establish a plan for completion for 2024: This item will be addressed later in the agenda.

3. Community Connections.

Ms. Linda Nelson – shared that she had the opportunity to talk with her nephew regarding a variety of college opportunities including CollegeNow and College Credit Plus.

Ms. Kimberly Winkle – shared that she had a couple of opportunities to attend events at the Kehoe Center with the Shelby Foundation and the “IGNITED” program. At both events, she heard great comments about the Kehoe Center.

Dr. Dwight McElfresh – shared that he had an opportunity to talk with a couple of hospital students. One (not an NCSC student) commented about his degree of debt. Dr. McElfresh also shared his impressions of the service for Dr. Lucille Ford. Her summary of Life was quite impressive as she had touched so many lives in her own particular kind of way. Mr. Steven Stone added some of the highlights of his time with the Ashland Mental Health and Recovery Board when he co-chaired a levy drive with Dr. Lucille Ford.

Mr. Patrick Williams – shared that she recently had an opportunity to speak to some eighth graders and they were very attentive. He got the opportunity to include the positive attributes of NC State. He got to share the impact of life and career as an event sponsor “Gear-up.”

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

1. Dr. Dwight McElfresh led the discussion of Rehearsal Scenario 3.4 “Should the Board Select Programs?”

In this scenario: The CEO provides “FYI” or incidental information to the board on the action she’s initiating in order to achieve ends. Board members want to edit, revise, and prioritize these plans. 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. Linda Nelson led the discussion and review of Governance Process policies 4.0, 4.1, and 4.2. The Board concurred that 4.0, 4.1, and 4.2 are all still relevant and still accurate.

D. Board Operating Policies Review

1. 11-08 Committees of the Board

Board Chair, Dr. Dwight McElfresh called for discussion on the content of Board Operating policy 11-08 Committees of the Board policy as it relates to Governance Process Policies 2.80 Board Committee Principles Policy, and/or 2.9 Board Committee Structure Policy. It was pointed out that each of the critical components of policy 11-08 was already referred to in one or both of the Governance policies except for the statement relating to the authority of the Board Chair toward making committee appointments. Following some discussion, it was decided that if this statement were added to the opening statement of policy 2.90 Board Committee Structure Policy, then policy 11-08 could be rescinded in its entirety as it would then be rendered completely redundant. Ms. Elisabeth Morando added that it seemed to her that the last statement in policy 2.86 stating, "It does not apply to committees formed under the authority of the CEO" added confusion to the purpose of that paragraph, and would add clarity if it were removed. Following some further discussion, it was agreed that it would strengthen the clarity of the paragraph with that last sentence removed. The Board Secretary was instructed to make the recommended changes to both policies and bring them back for the Board's consideration of approval as well as the approval to rescind policy 11-08 Committees of the Board.

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

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

Dr. Dwight McElfresh reported that the presentation team met to go over the presentation, assigned roles, and practiced their delivery prior to tonight's meeting.

B. Review/Confirm Ethics Training Requirements for 2024

Dr. Dwight McElfresh called for confirmation that up to this point, the only ones that have completed Ethics Training for 2024 were himself and Mr. David Bush. Traditionally, the Board has had the College's legal counsel come to one of the Board meetings (either in-person or virtually) an hour early to conduct the necessary training for those still requiring it or wishing to repeat it. Board Secretary, Mr. Stephen Williams, reported that he has reached out to our current counsel to see if they were able to provide this year's training but has not heard a response yet. Ms. Elisabeth Morando pointed out that in years past, one of the options was to submit to the online training in a collective setting in order to achieve training for all those present. Mr. Williams confirmed that it was one of the options. Ms. Morando further stated that the online training only required one hour of time to complete and was another viable option for Trustees. Following some further discussion, it was decided that Board Secretary, Mr. Williams was to follow-up

with our counsel to see if their conducting the training was a viable option for the October 16, 2024 meeting. Either way, those Trustees wishing to complete their annual ethics training were asked to come to the October 16th meeting one hour early, at 4:30pm to either receive training from our legal counsel or collectively through the online program. Those unable to attend or those wishing to do so, were encouraged to consider fulfilling their annual ethics training requirement via the Ohio Ethics Commission's online training option.

X. EXECUTIVE SESSION

The Chair called for an Executive Session at 6:58 p.m. to discuss the employment of a public employee. Ms. Linda Nelson made a motion, and it was seconded by Mr. Steven Stone. Dr. Dwight McElfresh, Board Chair, explained that he does not expect further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Ms. Kristin Aspin – not present
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 7:09pm p.m., the Chair, Dr. Dwight McElfresh declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

XI. 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 they were able to keep things moving along. There were good discussions, good attendance and very good policy discussions.

XII. TIME AND PLACE OF NEXT MEETING

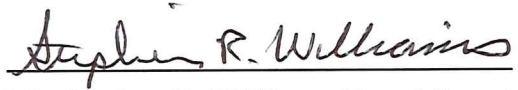
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, October 16, 2024 at 5:30pm in the Gorman Room (165-Fallerius). Ethics training will be conducted one hour prior to the meeting at 4:30pm for those interested in completing their annual requirement.

XIII. ADJOURNMENT

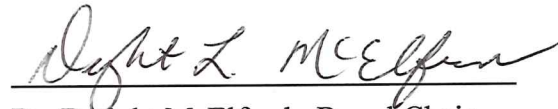
The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board's consideration, the Board Chair, Dr. Dwight McElfresh declared the meeting adjourned at 7:12 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Dr. Dwight McElfresh, Board Chair