

**North Central State College
Board of Trustees' Meeting
April 24, 2019**

I. CALL TO ORDER

The Chair, Ms. Pamela Mowry called the meeting to order at 5:31 p.m. in the Gorman Room (165) of the Fallerius Technical Education Center. At that time, she asked all to rise and join her in reciting the pledge of allegiance followed by her reading of the Global ENDS Policy for North Central State College.

II. ROLL CALL

The Recorder, Mr. Stephen Williams called the roll.

Present:

Dr. Dwight McElfresh
Mr. Roger Miller
Ms. Elisabeth Morando
Ms. Pamela Mowry
Ms. Linda Nelson
Ms. Shelly Niese
Mr. Matthew Smith

Absent:

Mr. Mark Masters
Mr. Steven Stone

III. INTRODUCTION OF GUESTS

President Dorey Diab introduced; Dr. Karen Reed, Vice President of Academic Services; Ms. Lori McKee, Interim Vice President of Business Services; Mr. Tom Prendergast, Interim Vice President of Student Services; Ms. Chris Copper, Executive Director of the College Foundation and Ms. Margaret Puckett representing the Faculty. Colonel Michael Howard was present representing The Ohio State University Mansfield Advisory Board and Mr. Ron Hedrick was present (with his Wife Laura) to present the Student Government Report.

IV. FOCUS OF THE MEETING – Ms. Pamela Mowry

Ms. Pamela Mowry explained that the primary foci of tonight's meeting include the main items on the agenda: A Report from our Students, our Foundation, and our President. We will attend to our Policy Governance Agenda and Training items, and will conclude with an Executive Session on security matters.

V. OSU-MANSFIELD ADVISORY BOARD REPORT

Board Chair, Ms. Pamela Mowry introduced Colonel Michael Howard, Trustee of the OSU-M Advisory Board and gave him the floor for his report. Highlights included:

- Colonel Howard reported that he will not have much to report as he was unable to attend the latest OSU-M Advisory Board meeting. However, with quite a few Board members leaving the Board, they are looking forward to getting some new Board members onboard.

Ms. Mowry noted that Trustee Matthew Smith attended the latest OSU-M Advisory Board meeting on behalf of the NCSC Board of Trustees and asked Mr. Smith for his report. Mr. Smith's highlights of the OSU-M Advisory Board included:

- OSU-M is looking into expanding bus services
- There was much discussion on the development of the Budget for the coming year
 - Some items that stand to impact the budget are the Ohio College Opportunity Grant (OCOG) calculations.
 - Discussion of the possible approval for using Pell Grant funds year-round.
- (2) new fiberglass statues of Brutus on campus
- Discussion of making OSU the digital flagship by issuing new iPads to all new students
- Discussion of student occupancy at the Buckeye Village apartments
- Discussion of Leader Richland activities
- Discussion of Maple Syrup production on campus
- Discussion of offering classes on the production of Bourbon

Mr. Matthew Smith offered his kudos to the group that performed the trash clean-up along Lexington-Springmill from the Belle Stores to the campus entrance that had collected quite a bit of garbage over the winter. He stated that the cleanup effort was noteworthy.

Ms. Pamela Mowry reported that she had been in contact with Ms. McCready to talk about the needs of the campus Veterans Lounge, and she is turning that over to Drs. Jones and Diab for follow-up.

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

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

Dr. Dorey Diab introduced the student representative Mr. Ron Hedrick who presented the Phi Theta Kappa and Sigma Alpha Pi reports.

Phi Theta Kappa (PTK)

The chapter is having regular weekly meetings.

Chapter officers have reviewed and updated our chapter by-laws.

The chapter has assigned new officer positions and roles.

The chapter will be providing cords to veterans for graduation. An email has been sent to all graduates and have requested that they reserve a set of cords ahead of time. PTK will be ordering them next week. A private donor has stepped forward to cover the cost. PTK will also provide them to faculty and staff who have served or are currently serving. (Thank you for your support).

Induction will be held on Saturday, April 20th at 2:00 at Kehoe.

Members are currently discussing our honors topic so we may begin our plans to do the research for our honors topic this summer.

The chapter will once again be selling roses at graduation. We are purchasing 150 wrapped roses from Pioneer.

PTK collaborated with Psi Beta to prepare tacos for the April joint advisory committee meeting.

Society for Leadership and Success (Sigma Alpha Pi – SAP)

SAP officers are working with student to get their steps of induction completed by April 16th.

Induction will be held on April 28th at 2:00 at Kehoe.

Members are collaborating with facilities to clean the bleachers for graduation.

Chapter members have concluded our meetings and events for this semester.

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

Ms. Christine Copper presented the Foundation Development and Update Report as follows.

Emerald Club:

Total: \$830,000, another \$50,000 is coming for the PN lab, bringing this to \$880,000, plus approval for \$50,000 for Tuition Freedom Scholarship (TFS) came through today, taking the total to \$930,000.

- The Foundation has now secured funding for 14 smart classrooms.
- Monday, April 15th the Foundation is launching the annual Employee Giving Campaign. This year, again, all donors will be entered to win a family four pack of special Cedar Point tickets. Each building has two Champions leading the way for this year's campaign. The winning building will have a donated lunch provided. Currently we are 65% of our goal for the year.

Crawford Success Center

- Currently \$10,000 over the revenue target.
- The PN enrollment is a focus for the team for FY20 and there is a plan in place to increase the number to 10.

Preferred Partners Program (PPP):

- Dr Diab and I met with Mark Masters and his HR VP to discuss a concept that could be beneficial for other corporate donors. The idea would be to establish a Preferred Partners Program that had customized training and benefits for the organization. The PPP would be part of the Emerald Club and a financial analysis is being completed right now.
- OhioHealth President, Vinson Yates visited the college on April 8th and toured the Health Science facility. He is exploring with his Marion, Ohio colleagues the opportunity for a Surgical Tech program or certificate. He also expressed interest in the Kehoe Center offerings and areas like the hospital facilities that will need staff in the coming months.

Events:

- The 2019 Graduate Picnic is Thursday, May 9 and OhioHealth will be attending
- Next IPA event is Tuesday, May 21 at Hudson and Essex, touring Cypress Hill Winery

C. Joint Advisory Committee Meeting (April 18th)

Dr. Dorey Diab recapped the results of the Joint Advisory Committee meeting and shared the results of the progress made since the last time he collected input on the College's goals and service to the community. The results demonstrated improvements in the areas of a) ideas from the advisory committees being heard; b) receipt of prompt feedback; c) their willingness to hire an NCSC graduate; and d) our students' knowledge of the profession and ability to do the job. Survey results indicated room for improvement in the area of student work ethic, professionalism and communication (soft skills).

Monitoring Report: Executive Limitations 4.10 Communication and Support to The Board

Dr. Dorey Diab explained that his presentation on monitoring reports for this meeting would follow the Board's recommendation to continued work on the Board Orientation manual.

President Diab presented a brief look at the hyper-link automation of the Orientation Manual to make it more user-friendly and a quicker ready-reference for both new trustee orientation and as a regular reference for all trustees.

D. Updates/Other

Dr. Dorey Diab reported on the Shelby tornado that occurred several days prior to the board meeting. He reported his relief that nobody was injured although the Kehoe Center

experienced some Information Technology and electricity issues which led to the center being closed the following day. Although it ended up being unnecessary, plans were put in place to move classes to the main campus if needed.

Enrollment is generally tracking like last year.

VII. REQUIRED APPROVALS AGENDA

CONSENT AGENDA

The Chair presented the Consent Agenda and called for any items that should be removed from the consent agenda for further discussion. On a motion by Dr. Dwight McElfresh and seconded by Mr. Matthew Smith and passing unanimously, the following items were approved:

A. Approval of Minutes for March 29, 2019 “Regular Meeting”

B. Consideration of Approval of Employment of College Personnel – R-2019-16

CONSIDERATION OF APPROVAL OF EMPLOYMENT OF COLLEGE PERSONNEL

R-2019-16

NEW HIRES

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

BEGINNING MARCH 11, 2019

Dean Schaad, Facilities Project Manager

SALARY: \$27.50/hr.

BEGINNING APRIL 8, 2019

Shawn Gunnoe, Coordinator, Grant Development/Administration

Walden University, Master of Business Administration

SALARY: \$40,000

EXPLANATIONS OF NEW HIRES FOR RESOLUTIONS R-2019-16

Dean Schaad is hired as Facilities Project Manager.

Shawn Gunnoe is hired as Coordinator, Grant Development/Administration to replace Sam Renfroe.

REGULAR AGENDA

A. Treasurer's Report for March 31, 2019 – Ms. Lori McKee

Ms. Lori McKee presented the Treasurer's Report for the period ending March 31, 2019. She stated that revenues for the month totaled \$690,805. Expenditures were \$1,389,355 leaving a deficit of \$698,550. Year-to-date revenues totaled \$17,956,261. Year-to-date expenditures totaled \$13,186,516 leaving an excess of \$4,769,745. 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: Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending March 31, 2019. Ms. Elisabeth Morando seconded the motion and the motion carried unanimously.

VIII. POLICY GOVERNANCE

A. Discussion of Agenda Planning – Ms. Pamela Mowry

1. Review of Actionable Items.

a. BOT to receive Performance/Self-Evaluation Trend Analysis on a quarterly basis.

Board Secretary, Mr. Stephen Williams, reported that 1st Quarter Report was not available as the tool did not send the monthly survey to Trustees following the January, February and March meetings. This error will be corrected in preparation for a 2nd Quarter Analysis.

b. Development /Enhancement of Trustee Profile/Recruitment Tools

President Diab pointed out that work will continue on the development of these tools with further reporting as progress is made.

c. Board Policy Governance Review and New Trustee Orientation

President Diab pointed out that this item was introduced earlier in the meeting and work will continue on the development of these tools with further reporting as progress is made.

d. Annual Update/Report on the College's Sustainability position at Annual Planning Retreat.

President Diab noted that the report will be delivered as part of the Board's annual planning retreat in June.

2. Owners Connections.

Dr. Dwight McElfresh

Shared that he had been doing quite a bit of scholarship reading lately and noticed that many of the applicants had taken their post-secondary classes with North Central State College.

Mr. Roger Miller

1. Announced that he was in need of another full-time staff member at his firm and would be interested to interview a graduate from the NCSC Accounting program if there were interested applicants.
2. The Co-op Foundation sent a grant for \$2,500 of the \$5,000 for a student from a household using the electric service provided by the co-op.
3. Relayed that there was dismay communicated to him regarding the college classes offered through Galion High School instead of being offered through the Crawford Success Center for students of Crawford County. Dr. Diab indicated that this is based on the request of the high school and the College cannot dictate how the high school wants the courses be delivered.

Mr. Matthew Smith

1. Shared information piece on the Galion Early College Academy.
2. Shared positive discussions regarding the new relationship with Jobs and Family Services in the surrounding area.
3. Shared the positive feedback from the recent Day at the Statehouse.
4. Shared U.S. Senator Sherrod Brown's newsletter regarding bringing down the cost of attending college.
5. Shared some newspaper articles regarding:
 - a. Communicating that the key to higher education is engagement.
 - b. Pell growth for immigrants
 - c. Student debt hits hardest at Black colleges
 - d. There is "Tree" assistance (Shelby) through the Farm Loan project article from the Farm Bill Newsletter.

Ms. Linda Nelson

She had a discussion with a colleague/friend (Ivan Harper) who was impressed with the things we are doing at NCState and hoped that others will follow our lead.

Ms. Pamela Mowry

Noted the newspaper sticker for NCState in the Times Gazette and remarked how well it drew the reader's attention to the College. She conveyed her kudos to Keith Stoner and his staff for the idea.

Dr. Dorey Diab

Noted a couple news articles that reflected favorably on the College included:

- a. The Shelby Progress Report from the Shelby Daily Globe
- b. A guest article in the Mansfield News Journal that he did regarding the workforce and the partnerships that the College is doing with area employers.

B. Board Policy Governance Training (IAW 02.70) – Ms. Pamela Mowry

- 1. Policy Governance Rehearsal Scenarios (IAW 02.70b.) – PolGov training includes a guided discussion/rehearsal of potential scenarios that trustees might expect to encounter in order to further enrich the board's understanding of the principles of the Carver Policy Governance Model and to take their confidence in application to the next level. Mr. Matthew Smith led the case study for scenario 6.10 that asks “*Why Not Tell the CEO What to Do?*” In this scenario A substantial number of board members, who joined the board subsequent to its adoption of Policy Governance, are uncomfortable with the “negative language” of the Executive Limitations policies. They suggest that from this point forward, the board simply affirm, in positive language, its expectations of the CEO. What should the board do?
- 2. Policy Governance Policy Review (IAW 02.14) – training also includes a continuing review, refresher, and reassessment of current Policy Governance policies. Ms. Elisabeth Morando led the discussion and review of policy governance policies 2.6, 2.7, 2.8 & 2.9.

IX. BOARD CHAIRPERSON REPORT- Ms. Pamela Mowry

A. 2018 Financial Disclosure Statement Filing

Ms. Pamela Mowry was pleased to report that all ten of the College's required filers have submitted their 2018 Financial Disclosure Statements. She thanked everyone for meeting the deadline.

B. 2019 ACCT Leadership Congress (October 16-19)

- 1. Call for Presentations – Dr. Dorey Diab reported that the College had submitted two proposal for ACCT consideration. Dr. Dwight McElfresh would lead the presentation entitled, “Utilizing Policy Governance to become an Achieving the Dream Leader

College of Distinction” and Mr. Steve Stone would lead the Roundtable discussion entitled, “The Adverse Childhood Experiences Study (ACE): Implications for Student Success.”

2. Registration Confirmation – Ms. Pamela Mowry called for an update on registrations. Board Secretary, Mr. Stephen Williams pointed out that hotel confirmation had been distributed at the beginning of the meeting which concludes college registrations for those who have identified as attending. A few still have air transportation arrangements to make. It was just determined that Ms. Elisabeth Morando was going to be participating in the Pre-Congress Academy as requested by ACCT. Activity to confirm her registration and hotel accommodations will be done as soon as possible.

C. LeaderRichland Participation Commitments (May 15, 16, and 20)

Ms. Pamela Mowry called for discussion of the upcoming LeaderRichland activity. Dr. Dorey Diab announced that this year’s event would take place on May 15, 16, and 20 and would consist of 7th and 8th grade Boys. Ms. Elisabeth Morando and Dr. Dwight McElfresh confirmed their participation on Thursday, May 16th date. Mr. Matt Smith indicated that he would be able to participate on Monday, May 20th with the assistance of Mr. Stephen Williams. Ms. Linda Nelson confirmed that she would be able to participate on Wednesday, May 15th. Dr. Dorey Diab indicated that he would be available on 15th and 20th to participate with Ms. Nelson (on the 15th) and with Mr. Smith (on the 20th). At this time, each individual team will come up with the theme of their presentation to the groups on their day of participation. All participants seeking assistance from Mr. Stephen Williams were encouraged to do so in advance of their presentation date.

D. All-Ohio Academic Team Luncheon (April 25th Statehouse Atrium)

Ms. Pam Mowry confirmed that Dr. Dwight McElfresh and Mr. Matthew Smith would be attending the All-Ohio Academic Team Luncheon on April 25th on behalf of the NC State Board of Trustees.

E. Foundation Events

Ms. Pamela Mowry asked Trustees to note the dates of the upcoming Foundation Fundraising events and encouraged all to consider participating to the fullest extent possible to support the Foundation.

X. EXECUTIVE SESSION – Ms. Pamela Mowry

The Chair called for an Executive Session at 6:58 p.m. Dr. Dwight McElfresh made a motion and it was seconded by Ms. Linda Nelson to adjourn to Executive Session to discuss College/Campus Security Matters. Ms. Mowry announced that she did not expect any further business following the executive session. A roll call vote on the motion was approved unanimously by all members present.

Mr. Mark Masters – not present
Dr. Dwight McElfresh – “yes”
Mr. Roger Miller – “yes”
Mrs. Elisabeth Morando – “yes”
Mrs. Pamela Mowry – “yes”
Mrs. Linda Nelson – “yes”
Ms. Shelly Niese – “yes”
Mr. Matt Smith – “yes”
Mr. Steve Stone – not present

At 7:55 p.m., Chair Mowry declared the Executive Session concluded and the Regular Session resumed.

REGULAR SESSION RESUMED

XI. MEETING EVALUATION (IAW 02.16) – Ms. Pamela Mowry

No meeting evaluation was done.

XII. TIME AND PLACE OF NEXT MEETING

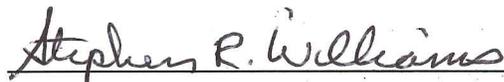
The next Regular meeting of the Board of Trustees is scheduled for Wednesday, May 22, 2019 at 5:30 p.m. the Gorman Room (165) of the Fallerius Technical Education Building.

XIII. ADJOURNMENT

The Chair called for any additional business requiring Board action.

ACTION TAKEN: As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Pamela Mowry declared the meeting adjourned at 7:57 p.m.

Respectfully submitted:


Mr. Stephen R. Williams, Board Secretary


Ms. Pamela Mowry, Board Chair