

**North Central State College  
Board of Trustees' Meeting  
December 4, 2019**

**I. CALL TO ORDER**

The Chair, Ms. Pamela Mowry called the meeting to order at 5:30 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:**

Mr. Mark Masters  
Dr. Dwight McElfresh  
Mr. Roger Miller  
Ms. Elisabeth Morando  
Ms. Pamela Mowry  
Ms. Linda Nelson  
Mr. Matthew Smith  
Mr. Steven Stone

**III. INTRODUCTION OF GUESTS**

President Dorey Diab introduced Dr. Karen Reed, Vice President of Academic Services; Ms. Lori McKee, Vice President of Business Services; Mr. Tom Prendergast, Vice President of Student Services; and Mr. Dustin Boyd representing the student organizations. Margaret Puckett, head of the Faculty Association came in later.

**IV. FOCUS OF THE MEETING – Ms. Pamela Mowry**

Ms. Pamela Mowry explained that the primary focus of tonight's meeting are the main items on the agenda: A Report from our Students, our Foundation, and our President. We will attend to our Required Approvals Agenda, our Policy Governance Agenda and Training items. There will not be an Executive Session.

**V. AUDITOR'S REPORT – Plattenburg & Associates, Inc.**

Mr. Chuck Boehm explained that page 7 contained the summary of this year's audit. Pages 1-2 contained the schedule of expenditures of Federal Awards and notes to the schedule; pages 3-4 contained the Independent Auditor's Report on Internal Control over

financial reporting and on Compliance and other Matters Based on Audit of Financial Statements performed in accordance with Government Auditing Standards; and pages 5-6 contained the Independent Auditor Report on Compliance for each major federal program and on Internal Control Over Compliance and Report on Schedule of Expenditures of Federal Awards Required by Uniform Guidance. Mr. Boehm reported that this year's audit was an unmodified, clean audit. Their unmodified opinion was materially in compliance. There were no material weaknesses with internal controls, and no material report in federal awards.

Ms. Pamela Mowry thanked Plattenburg & Associates on behalf of the Board for their report on the College's finances. Dr. Dwight McElfresh offered kudos to Vice President McKee and her team for another clean audit for the College.

## **VI. OSU-MANSFIELD ADVISORY BOARD REPORT**

Board Chair, Ms. Pamela Mowry announced that Mr. Nick Gesouras, Trustee for the OSU-M Advisory Board delivered the OSU-M Advisory Board Report during the NCSC/OSU-M Joint Board meeting held earlier this afternoon. Highlights of that report included:

- Ohio State's Provost, Dr. Bruce McPherson, visited last Tuesday to speak at the joint Rotary / Kiwanis meeting, in which he shared his vision for Ohio State's regional campuses as fulfilling the university's Land Grant mission and supporting our communities. He also highlighted our partnership with NCSC and President Diab.
- A recent event at the Westbrook Country Club spotlighted Ohio State Mansfield's partnership with OSU's School of Environment and Natural Resources as well as Extension. One of the featured projects was a maple syrup initiative currently underway, whereby hundreds of Maple trees on the Mansfield campus have been tapped for research and teaching purposes.
- We plan to complete a new organic chemistry lab in the next 12 to 16 months. This will help us expand our curriculum in health-care-related majors; our first priority will be to add all four years of the Bachelor of Science in Biology.
- We are finalizing our strategic plan, which focuses on expanding academic programs to meet student and employer needs as well as on increasing scholarship support for students. The plan also includes our goal of expanding our academic partnership with NCSC through new articulation pathways.

President Dorey Diab added that the Bachelor of Science in Engineering program comparison sheet was distributed and discussed.

Mr. Matthew Smith, who had attended the OSU-M Board meeting as the representative for the NCSC BOT provided some discussion on the following additional highlights:

- Capital Bill information
- Alumni Awards
- Veteran use of the Veterans Lounge
- Arts and Theatre program
- College of Nursing Strategic Plan
- Missing Average Student Loan Debt for 4 years
- Campaign for the OSU sesquicentennial
- Student Emergency Fund – Richland Gives
- NCSC Report
  - Enrollment numbers – SSI Funding
  - Chancellor meeting – Skilled Workforce
  - Utilities savings on the Efficiency Report
  - NCState’s designation as an AtD Leader College of Distinction
  - Bandwidth
  - NCSC Foundation operating in the Black
  - Solar Car
  - Tuition Freedom

The next meeting of the OSU-M Advisory Board will be on March 19, 2020. Ms. Pamela Mowry asked if there was an NCSC Trustee who could attend on behalf of the NCSC Board of Trustees. Since no trustee was able to commit at this time, Ms. Mowry indicated that she would inquire again closer to the meeting date.

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

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

Dr. Dorey Diab introduced Mr. Dusty Boyd, who would be delivering the Phi Theta Kappa and Sigma Alpha Pi reports on behalf of the student organizations. Mr. Boyd’s reports are as follows:

#### **PTK**

- Dr. Gina Rossi Kamwithi Speech - Dr. Kamwithi came to the PTK members meeting on October 28th and helped us with our research topic of Greek and Roman impacts on the United States. Her speech on the philosophical influences from the ancient Greek and Roman societies was extremely helpful.
- Scholarships completed - The deadline for our National Awards has come to a close. We have many students competing for the scholarships and hope to bring several of these Honors Scholarships to the students here at North Central State College.
- 5 Star PTK - We have officially completed all the requirements of being a 5 STAR PTK! This is a huge accomplishment as it is the highest level to reach as a chapter!

- Leadership Development - Officers are taking the Leadership Development Studies Course. The Leadership Development Studies course is a combination of classic cases, leadership profiles, TED Talks, podcasts, film studies, and experimental exercises that drives passion, engagement, skills, and understanding the philosophies of diverse leaders.
- PTK EDGE - Officers of PTK are all working through the PTK EDGE course. The PTK EDGE is a self paced professional development program designed to help students graduate and enter either the workforce or transfer to their next college. This program focuses on soft skills and career planning. Once officers are done, we will encourage all members to participate as well and our officer team can be there to help mentor the members.
- Working on a Craft Show / Carnival - We don't have much news on this front but hope to have something in the next few weeks!

NSLS (National Society of Leadership and Success (Sigma Alpha Pi))

- National Society of Leadership and Success has had 3 Speaker Broadcasts this month: Jim Kwik CEO of Kwik Learning and Superhero You, Valerie Jarrett businesswoman and advisor to the previous president Barack Obama, and Atiim Kiambu "Tiki" Barber former New York Giants running back.
- NSLS has also had a Leadership Training Day
- Students are working on completing their Community Service

Seven students are attending Propel Ohio today from both groups.

**B. North Central State College Foundation Development and Update - Dr. Dorey Diab on behalf of Ms. Chris Copper**

Dr. Dorey Diab presented the Foundation Development and Update Report as follows.

**Emerald Club 2020**

Goal: \$300,000

Total: \$445,865.88

2020 % to goal: 149%

- The NCSC Foundation Board held its November meeting on Nov 22 at Kehoe. The Board took a tour of the facility and had an opportunity to see the new Engineering equipment funded by the Foundation, along with the smart classroom technology. NCSC Foundation has made a gift to support the engineering programs plan to design and compete in a solar car contest in 2020. The Board heard from the students that are planning the solar car initiative.

- In 2020 students will have the opportunity to participate in an experiential learning trip to Ireland, led by Deb Hysell, Janny Nauman, and Molly McCue. The NCSC foundation will be making a scholarship gift for each student to offset costs for students attending.
- NCSC Foundation invited the BOT to join and participate in Richland Gives on December 3, 2019. The Foundation has a strong partnership with the Renaissance Theatre. All donors that are giving to this initiative will be entered to win 2 tickets to the Broadway and Black Box Series at the Ren for the 2019/2020 season. Funds from Richland Gives will be used for scholarships, including TFS.
- A new gift has been committed by the Shelby Foundation to fund certificate programs for students that live in Shelby. The gift will provide up to ten \$1000 gifts, with one per student, while they last.

#### **Foundation Events:**

- FY19 Scholarship Luncheon - October 10, 2019
- Arts for Success – Thursday, March 5, 2020
- Hall of Excellence is Friday, April 17, 2020

#### **C. Monitoring Report: Ends Policies – Diversity Ends Policy (1-10)**

Dr. Dorey Diab explained that in discussion with the Board Executive Committee the monitoring report will continue to consist of going over the six Ends policies and the 10 Executive Limitations.

This report focuses on the Diversity Ends Policy.

- The College continued its professional development in the area of diversity at the November Staff In-service training day with discussion and exercises to help college personnel cherish our similarities and celebrate our differences. The activity at this year's in-service helped us grow closer together by pointing out our similarities as people in ways we may not have thought about previously. It also helped us gain a better appreciation for the many wonderful things and perspectives we each are able to contribute toward developing a culture/atmosphere at the college that works to achieving our goals for employees and our students.
- Overall, the percentage of our student and staff population reflect the diversity in our community. This is not the case in our faculty population. Within our hiring practices, we have been more sensitive to faculty representation on our campus to have those numbers reflect our service community as well. Therefore, we are intentional in our prospecting for qualified candidates from diverse applicant pools.

#### **D. Updates/Other**

1. We exceeded The United Way contribution goal from last for the College and the Campus (~\$12,500 including both NCSC and OSU-M).
2. Our Feast of Love initiative met its goal of providing Thanksgiving meals to 100 families. Kudos to Kimberly Lybarger and all of those who played a part in making this project a reality.
3. Staff in-service was conducted on November 11<sup>th</sup> and included:
  - A presentation by Mr. Stan Jefferson, Superintendent of Mansfield City Schools
  - A recognition/celebration of our Veteran employees
  - Conducted with a theme that was more motivational in nature
4. The State is looking into performance funding for employment after college. Looking for ways to track success in that area.
5. Vice Chancellor Cates visited the College and is looking into ways to get GED students more engaged in higher education.
6. Dr. Diab has made connections with Maricopa Community College as a follow-up on the “Rise” app for student support services in the community. At this point, we have similar resources available through our 211 phone number and local food bank.
7. The legislature is looking into allowing Board conferencing to count as board members being present, able to participate and count as part of quorum in board meetings. More information on implementation will be presented as the topic develops.
8. Dr. Diab and the board have been solicited by ACCT to once again provide a pre-conference training on Board Ethics at next year’s Leadership Conference.

## **VIII. 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 Ms. Linda Nelson and seconded by Ms. Elisabeth Morando and passing unanimously, the following items were approved:

**A. Approval of Minutes for October 23, 2019 “Regular Meeting”**

**B. Consideration of Approval of Status Change – R-2019-36**

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

**R-2019-36**

**STATUS CHANGE**

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

**BEGINNING November 11, 2019**

*Lindsay Adams, Academic Advisor*

- *Lindsay Adams is moving to full-time Academic Advisor to replace Tara Hines.*

**B. Consideration of Approval of Employment of College Personnel – R-2019-37**

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

**R-2019-37**

**NEW HIRES**

**BE IT RESOLVED:** by the Board of Trustees that the following staff members are hereby employed as stipulated below:

**BEGINNING November 5, 2019**

*Alyssa Koehler, Child and Family Coordinator*

*Ashland University, Bachelor of Science, Early Childhood Education*

**BEGINNING November 12, 2019**

*Jessica Meek, CDC Teacher Assistant- Sub*

**REGULAR AGENDA**

**A. Consideration of Approval of 2019 Report of efficiency Review and  
Implementation Plans for North Central State College – R-2019-38**

*– Dr. Dorey Diab/Ms. Lori McKee*

**CONSIDERATION OF APPROVAL OF 2019 REPORT OF EFFICIENCY  
REVIEW AND IMPLEMENTATION PLANS FOR  
NORTH CENTRAL STATE COLLEGE**

**R-2019-38**

**WHEREAS:** *In the early part of 2015, Gov. John R. Kasich created the Ohio Task Force on Affordability and Efficiency to make recommendations to Ohio's institutions of higher education based on three simultaneous principles,*

*1) to be more efficient both in expense management and revenue generation*

*2) while offering an education of equal or higher quality*

*3) decreasing costs to students and their families, and*

**WHEREAS:** *In October 2015, the Task Force issued a report with ten recommendations to advise institutions on efficiency and academic practices which will improve both the quality of education and lower costs for students, and*

**WHEREAS:** *House Bill 49 (Section 381.550) requires each institution's board of trustees to complete an efficiency review, based on the Task Force's recommendations, and*

**WHEREAS:** *House Bill 49 (ORC 3333.951) requires colleges and universities to annually review best practices and shared services and include this review as part of the efficiency report.*

**NOW, THEREFORE BE IT RESOLVED:** *by the Board of Trustees that the following 2019 Report of Efficiency Review and Implementation Plans is hereby approved for submission to the Chancellor, Ohio Department of Higher Education as required.*

**ACTION TAKEN:** Dr. Dwight McElfresh moved for approval of the 2019 Report of Efficiency and Implementation Plans for North Central State College. Ms. Linda Nelson seconded the motion and the motion carried unanimously.

#### **B. Treasurer's Report for October 31, 2019 – Ms. Lori McKee**

Ms. Lori McKee presented the Treasurer's Report for the period ending October 31, 2019. She stated that revenues for the month totaled \$2,568,148. Expenditures were \$1,345,120 leaving an excess of \$1,223,028. Year-to-date revenues totaled \$11,161,807. Year-to-date expenditures totaled \$4,957,845 leaving an excess of \$6,203,961. The Month End Investment Balance for October 2019 was \$6,017,146 (\$3,018,874 in Star Ohio and \$2,998,172 in Richland Bank). Ms. McKee described the trends that are demonstrated by the Tracking of the Monthly Cash Flow feature as well as the dashboard indicators.

**ACTION TAKEN:** Dr. Dwight McElfresh moved for approval of the Treasurer's Report for the period ending October 31, 2019. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

### **IX. POLICY GOVERNANCE**

## **A. Nominating Committee Appointments**

Board Chair, Ms. Pamela Mowry called upon Dr. Dwight McElfresh, the Chair of the Nominating Committee for his report. Dr. McElfresh reported that the recommendations for consideration of reappointment by the Boards of Education Caucus have been approved for Mr. Matthew Smith and Mr. Steven Stone. Dr. McElfresh further reported that the nominating committee has met with and interviewed Dr. Sandra Powell of Galion (in Crawford County) for consideration in filling the vacancy left by Ms. Shelly Niese and believe she will make a good member of the North Central State College Board of Trustees. Dr. McElfresh shared a little of Dr. Powell's background and offered any further discussion. Following discussion, Dr. Dwight McElfresh, Chair of the Nominating Committee submitted, on behalf of the Nominating Committee, the recommendation to the board to submit to the Governor's Office the recommendation that Dr. Sandra Powell fill the open position on the Board for a governor appointment from Crawford County.

**ACTION TAKEN:** Ms. Elisabeth Morando moved for approval of the nominating committee's recommendation for Dr. Sandra Powell. Mr. Matthew Smith seconded the motion and the motion carried unanimously.

## **B. Discussion of Agenda Planning – Ms. Pamela Mowry**

### 1. Review of Actionable Items.

Board Chair, Ms. Pamela Mowry reviewed the listing of Actionable Items which Included: Approval of the Efficiency Report, Follow-up on Maricopa "Rise" app, and follow-up on a security inventory/analysis. Dr. Dorey Diab stated that the follow-up on the security inventory/analysis would be reported on at the January Board meeting.

### 2. Owners Connections.

**Dr. Dwight McElfresh** – A graduate of the College now working for the Council on Aging brought in some Physical Therapy students to plan activities. The Council conveyed their thanks to the students for their involvement with the residents.

**Ms. Linda Nelson** – shared an article from the Galion Inquirer regarding Ms. Alison Vincent a CCP student from Clearfork, utilizing the NCSC/Ashland University articulation for Nursing.

**Mr. Steven Stone** – shared a recent lunch meeting that he had with the Director of Training who noted the hiring of a pending graduate of NCSC. This brought to light that our students are getting hired before they graduate.

**Mr. Matthew Smith** – Shared the recent ACCT Workforce training discussion on micro-credentials/badges. Kudos to Ms. Linda Hess who participated in the discussion about

progress being made at the College. Mr. Smith also shared a Wall Street Journal article that showed international testing results. We are holding our rank, but it is not great.

**Mr. Mark Masters** – Shared that the Mechanics Bank/NCSC collaboration will have their first in-office class starting in spring 2020. Response from Mechanics employees was overwhelming. Mr. Masters also remarked about his pleasure for the quality of this year’s Annual Trustees Conference and shared that during the presentation of college finances he got the opportunity to meet Mr. Jim Tressel.

**Ms. Pamela Mowry** – Shared a recent letter to Chancellor Gardner to thank him about the quality of the recent State annual trustees conference, including his participation and that of the Governor. She also shared with him our Policy Governance and the presentations we have been making nationally. Ms. Mowry also shared a Farm Bureau feature that had multiple articles on sustainability and food technology. These articles highlighted the agricultural potential.

### **C. Board Policy Governance Training (IAW 02.70) – Ms. Pamela Mowry**

1. Policy Governance Policy Review (IAW 02.14) – training also includes a continuing review, refresher, and reassessment of current Policy Governance policies. Mr. Roger Miller led the discussion and review of policy governance policies 4.6, 4.7, & 4.8 on Executive Limitations.

2. 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. Dr. Dwight McElfresh led the case study for scenario 3.20 that asks “*If the CEO Didn’t Know, Is He Still Accountable?*” In this scenario, a board discovers that there has been a serious problem with the financial systems. The board addresses this problem with the CEO. The CEO excuses himself, saying that he was not aware of the problem and he cannot be held accountable for it. How should the board react?

## **X. BOARD CHAIRPERSON REPORT- Ms. Pamela Mowry**

### **A. Reflections and Takeaways from the Chancellor’s Annual Trustee Conference (October 30<sup>th</sup>)**

Ms. Pamela Mowry called for discussion on activities of the Chancellor’s Annual Trustee Conference.

### **B. Upcoming Events**

Ms. Pamela Mowry called for discussion of upcoming events.

- Employee Appreciation/Awards Event (December 5, 2019)

- Arts for Success (March 5, 2020, Crawford Success Center)

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

Board Chair, Ms. Pamela Mowry called for a meeting evaluation discussion. Trustees commented that it was a good holiday meeting with the OSU-M Advisory Board. Meeting was focused and stayed on task. Everyone conveyed their wishes for a Merry Christmas and Happy New Year.

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

The next Regular meeting of the Board of Trustees is scheduled for Wednesday, January 15, 2020 at 5:30pm. in the Gorman Room (165) of the Fallerius Technical Education Building.

**XIII. ADJOURNMENT**

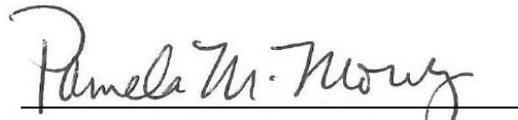
The Chair called for any additional business requiring Board action.

**ACTION TAKEN:** As there was no further business requiring the Board’s consideration, the Board Chair, Ms. Pamela Mowry declared the meeting adjourned at 6:57 p.m.

Respectfully submitted:



Mr. Stephen R. Williams, Board Secretary



Ms. Pamela Mowry, Board Chair