

**AGENDA ITEM III  
CONSIDERATION OF LAST MEETING'S MINUTES**

for the

**Board of Trustees  
May 14, 2008, Meeting**

SOUTHERN STATE COMMUNITY COLLEGE  
MINUTES OF THE MEETING  
OF THE BOARD OF TRUSTEES  
April 9, 2008

The regular monthly meeting of the Southern State Community College Board of Trustees was held in Room 115 in the Training Resource Center on the Central Campus of Southern State Community College on Wednesday, April 9, 2008.

Call to Order and Roll Call

At 6:00 p.m., Chairman Ward called the meeting to order. Roll Call was as follows:

**Present:**

Ms. Kay Ayres  
Mr. Paul Hall  
Mr. Willis Herdman  
Mr. Ernest McFarland  
Mr. Dan Mongold  
Mr. Rory Ryan  
Mr. Ralph Shell, Vice Chairman  
Mr. James Ward, Chairman

**Absent:**

Ms. Patricia Griffiths

Approval of Agenda

Trustee Mongold moved and Trustee Herdman seconded that the Agenda be approved. All were in favor.

08.14

Approval of Minutes

Trustee Ayres moved and Vice Chairman Shell seconded that the Minutes of the February 13, 2008, Meeting be approved. Roll Call Vote was as follows:

**YES, Minutes:**

Ms. Ayres  
Mr. Hall  
Mr. Herdman  
Mr. McFarland  
Mr. Mongold  
Mr. Ryan  
Mr. Shell  
Mr. Ward

08.15

## Monitoring Confirmation

*President's Report.* (Attachment A). The President also reported:

- The Chancellor announced he will be conducting six regional Community Conversations forums to discuss Ohio's 10-year Strategic Plan for Higher Education that was presented to Governor Strickland and the Ohio General Assembly. The President indicated her interest in attending the one scheduled at Shawnee State University Tuesday evening, April 29 from 7:00-8:30.
- Treasurer Jim Buck was selected to serve on the state committee for subsidy consultation.

Trustee Ryan noted one correction to the President's Report: Page one under the section titled "*One Voice!*" *Legislative Summit*, we did not actually meet with Representative Dave Daniels but did meet with his staff.

*Report from the Vice President of Business and Finance.* (Attachment B). The Treasurer responded to some questions regarding the Financial Reports: 1) variations in revenues and expenditures and 2) utility costs.

Vice Chairman Shell moved and Trustee McFarland seconded that the President's Report and the Report from the Vice President of Business and Finance be accepted. Roll Call Vote was as follows:

YES, President's and VP of Business and Finance Reports:

Ms. Ayres

Mr. Hall

Mr. Herdman

Mr. McFarland

Mr. Mongold

Mr. Ryan

Mr. Shell

Mr. Ward

08.16

### Report from Students Who Attended "One Voice!" Legislative Summit

Students Meghan Ryan and Russ Wickam were two of nine students who went to Columbus on March 12 to attend the 2008 "One Voice!" Ohio Community College Legislative Summit. The students shared their experience with the Board of Trustees.

### Campus Directors' Presentation

Campus Directors Terri Limbert, North Campus; Peggy Chalker, South Campus; Jessica Wise, Fayette Campus and Karen Davis, Central Campus/Dean of Instruction presented information to the Board about community outreach, learner-centered education, campus advisory councils and articulation agreements.

### Faculty Presentation

On behalf of the SSCC Faculty, Associate Professor Bill Horne talked to the Board about technology skills and provided a handout.

### Status of Board Policy Manual – Trustees Mongold and Shell

Vice Chairman Shell reported the Attorney General's Office has reviewed and returned a portion of the Board Policy Manual. When the review is completed by the Attorney General's Office, Trustees Shell and Mongold will present the entire document rather than a portion of the document to the Board of Trustees for consideration.

### Consideration of Corporate Resolution for Signing Authority

Trustee Ayres moved and Trustee Herdman seconded that the Board of Trustees grant the signing authority for the attached Corporate Resolution (Attachment C). Roll Call Vote was as follows:

#### YES, Signing Authority:

Ms. Ayres  
Mr. Hall  
Mr. Herdman  
Mr. McFarland  
Mr. Mongold  
Mr. Ryan  
Mr. Shell  
Mr. Ward

08.17

### Consideration of Educational Benefits for Adjunct Faculty

Dr. Ryan McCall, Vice President of Academic Affairs, explained a new policy has been developed that will allow educational benefits for adjunct faculty. The Chairman said the Board will make vote on this issue at the next meeting.

### Executive Session: Compensation of Public Employees

At 6:47 p.m., Trustee Herdman moved and Trustee Hall seconded that the Board go into Executive Session. Roll Call Vote was as follows:

#### YES, Executive Session:

Ms. Ayres	Mr. Mongold
Mr. Hall	Mr. Ryan
Mr. Herdman	Mr. Shell
Mr. McFarland	Mr. Ward

09.18

### Regular Session

At 7:42 p.m., Trustee Hall moved and Trustee Mongold seconded that the Board come out of Executive Session. Roll Call Vote was as follows:

#### YES, Regular Session:

Ms. Ayres	Mr. Mongold
Mr. Hall	Mr. Ryan
Mr. Herdman	Mr. Shell
Mr. McFarland	Mr. Ward

09.19

### Next Meeting

The next Regular meeting of the Southern State Community College Board of Trustees will be held on May 14, at 6 p.m., in room 115 of the Training Resource Center.

### Other

Trustee Hall moved and Trustee Herdman seconded that a committee from the Board be appointed to set up a recognition program for faculty, staff and administration. Roll Call Vote was as follows:

YES, Employee Recognition Program:

Ms. Ayres

Mr. Hall

Mr. Herdman

Mr. McFarland

Mr. Mongold

Mr. Ryan

Mr. Shell

Mr. Ward

09.20

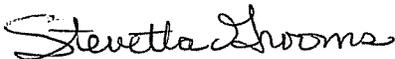
### Adjournment

At 7:45 p.m., Vice Chairman Shell moved and Trustee Herdman seconded that the meeting be adjourned. All were in favor.

09.21

NOTE: Copies and/or originals of all documents referenced throughout the Minutes are on file (BOARD OF TRUSTEES•April 9, 2008•meeting) in the President's Office unless otherwise noted. The meeting was audio taped as well.

Respectfully submitted



Stevetta Grooms

### Attachments:

- A. President's Report
- B. Vice President of Business and Finance Report
- C. Corporate Resolution

SOUTHERN STATE COMMUNITY COLLEGE

AGENDA ITEM IV.A  
PRESIDENT'S REPORT  
April 2008

for the

Board of Trustees  
April 9, 2008, Meeting



To: SSSC Board of Trustees  
From: Sherry Stout, President  
Date: April 4, 2008  
Subject: Board Report for the April 9, 2008, Board Meeting

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### **All-Ohio Academic Team**

Three Southern State students, Jacky Wilson, Linda Mefford, and Julie Maxwell, are being honored at the All-Ohio Academic Team Recognition Luncheon on Wednesday, April 30. The students placed First Team, Second Team, and Third Team respectively. The honor brings a cash scholarship, medallion, certificate, pin, and statewide recognition for their outstanding achievements. Selection criteria include leadership, community service, and academic achievement.

### **“One Voice!” Legislative Summit**

Southern State Community College was well represented at the 2008 “One Voice!” Legislative Summit in Columbus on March 12. Nine students attended the event and had the opportunity to meet Representative David Daniels, Representative John Schlichter, Senator John Carey, and Senator Tom Niehaus. Governor Ted Strickland was the keynote speaker who acknowledged our students during his speech. Senators Carey and Niehaus also recognized the students from the Senate Floor. In order to be invited to the event, students had to be nominated by a faculty member. Students in attendance were: Wesley Payne, Deanna Beery, Meghan Ryan, Alexandria Webb, Jennifer Roush, Katie Surharski, Shanon Brunner, Russ Wickam, and Allison Stephenson. Rory Ryan, Nicole Roades, and I also attended the event. Pictures from the trip are attached.

### **Seniors to Sophomores**

In the 2008 State of the State address, Governor Ted Strickland announced a new initiative, *Seniors to Sophomores*. The goal, he said, is “to raise the aspirations of all students, to challenge students who might feel disengaged from their high school studies, and to help students who want to accelerate their college education.” This program is a dual enrollment program, which enables academically qualified high school seniors to earn both high school and college credit at the same time at no expense to the student. Despite appearing to nearly mirror the current PSEO program, Chancellor Fingerhut has stressed that this is a new initiative—one in which secondary and post-secondary institutions will both benefit and can be thought of in terms of ‘enhancing’ existing programs like PSEO and Dual Enrollment.

HB 119 has appropriated funds for the Ohio Department of Education to work collaboratively with the Ohio Board of Regents and the Partnership for Continued Learning to increase participation in, and find solutions for the barriers encountered in the current PSEO program. A grant program called "Early Adopters" was unveiled in mid-March as a means of implementing the *Seniors to Sophomores* program. Secondary institutions are eligible to receive up to \$100,000 for planning grants related to *Seniors to Sophomores*. They are encouraged to partner with University System of Ohio institutions to develop creative and sustainable plans for implementing the program. To date, Southern State has been identified as a partner on two grant applications, one from Scioto County Career Center and another from Manchester High School.

As we learn more, we will keep the college community informed. The program is very much in its infancy and to the Board of Regents own admission, this planning grant is a means of exploring ways to expand post-secondary options. The *Seniors to Sophomores* program is expected to be implemented by fall 2008 at all University System of Ohio institutions. The criteria for admission are similar to those for PSEO students with a few variations. The *Seniors to Sophomores* criteria are as follows:

- Pass all parts of the Ohio Graduation Test
- Complete Algebra II or the equivalent with a grade of "C" or better, and
- Complete three years of high school English with a grade of "C" or better, and
- Score college ready on the college partner's placement assessment as currently defined by the college.

### **Southern State to be Featured in Upcoming Book**

In 2003 the College hosted a workshop called, "Creating a Culture that Embraces Learning: You Design it!" This particular workshop followed what is known as an appreciative inquiry process which is a holistic approach to change that encourages people to study, discuss, learn from, and build on what's working, rather than trying to fix what's not. Nicole Rodes was instrumental in coordinating and facilitating this program following an intense appreciative inquiry training program that she attended in Texas. As part of her certification process, Nicole used the Southern State platform to offer the workshop in coordination with other special initiatives occurring at the time, and she subsequently sought certification by documenting the success of the workshop. She was certified following the completion of her report and has recently been asked for her permission to include the Southern State story in an upcoming book about appreciative inquiry. The Company of Experts; an international network of people with expertise in Consulting, Organization Development, Facilitating, Keynoting, and Training and Development of colleges, community colleges, schools and universities; has partnered with Nancy Stetson to publish this book. We are pleased to hear that Southern State will be receiving such recognition.

### **Spring Quarter Enrollment**

As of this writing, spring quarter headcount is 2190 and FTE is 1531. We are at the end of the first week of spring quarter so these figures will drop after students who have registered but did not attend are accounted for. Sharon Purvis, Registrar, noted the 2190 in headcount is 5% higher than last year's final enrollment for spring quarter with 112 more students, and the 1531 in FTE is 4% higher.

### **Kathy Daniels' Retirement**

Kathy Daniels announced her plans to retire at the close of spring quarter after which time she will have completed 35 years of full-time employment with Southern State. Kathy is currently an Associate Professor and has taught English, literature, speech and French. In addition to teaching at Southern State, Kathy has served as the acting Academic Dean, interim Director of the South Campus, North Central Coordinator, and Assessment Coordinator. In 2001 Kathy received the Celebration of Teaching award. Kathy will be greatly missed and we wish her the best.

### **Franklin University Graduates**

Franklin University notified my office that five of our students graduated with a bachelor's degree by participating in the Community College Alliance (CCA) program. Graduates and their degrees are as follows: William Condo, Business Administration; Angela Arnold, Healthcare Management; Bruce Fugate, Healthcare Management; Shea Havens, Business Administration, and Denise Nibert, Business Administration. Since 1998, 87 SSCC graduates went on to receive their bachelor degrees from Franklin University.

### **College Goal Sunday**

College Goal Sunday offers high school students and their parents the opportunity to meet individually with college financial aid advisors who provide assistance in completing the FASPA. Southern State hosted the program again this year and saw a record turnout. Ninety-four people were in attendance compared to 30 last year. The event required 17 volunteers to meet the demand, but it was worth the effort since most of the attendees expressed interest in attending Southern State. Janeen Deatley, our Director of Financial Aid who coordinated the event, stated that our record attendance was one of the highest in the state.

### **PN Pinning Ceremony**

Southern State just celebrated its 36<sup>th</sup> PN graduation on March 21. Twelve students graduated from the PN program representing six counties including Adams, Brown, Clermont, Clinton, Fayette and Highland. Lisa Bailey, 2007 SSCC Practical Nursing Graduate, was the graduation speaker. Trustee Herdman assisted in presenting the certificates.

The PN program has experienced a 100% licensure test pass rate last year for our campus programs and indications for this year look very good. Attached is a demographic overview of the PN students enrolled spring quarter 2008.

### **Power of the Pen Competition**

More than 100 students from approximately ten schools gathered for the annual district competition of the Power of the Pen held at the College on February 8. Seventh and eighth grade students composed fictional stories in hopes of advancing their school to the regional competition along with individual writers. The schools that participated in the event came from Highland, Adams, Jackson, Ross, Brown, and Pickaway counties.

### **“Your Place” Award**

Rhonda Fannin and Sue Evans received a Showcase 2008 Program Award from The Center on Education and Work for their “Your Place” Adult Learner Program presentation. “Your Place” is a comprehensive program for the non-traditional student that helps students transition into the world of higher education or employment through awareness and self confidence techniques. This has been a successful program at the College for over 29 years. Rhonda and Sue co-authored the “*Your Place*” for the *Adult Learner Workbook* and the “*Your Place*” *Facilitator’s Workbook* and has presented at numerous conferences throughout the nation in order to assist others in replicating the program.

### **“Wrong Place, Wrong Time” Theatre Production**

Southern State’s Theatre Department and the winter Drama practicum class joined forces to present *Wrong Place, Wrong Time*, an evening of four, one act humorous plays. The event was held on March 19 at SSCC’s Edward K. Daniels Auditorium.

### **Dual Enrollment Update**

Don Storer, Professor of Chemistry, is expanding his work on the dual enrollment program that began last year. This year three high schools--Blanchester, Clinton-Massie, and Washington C.H.--have been bringing their chemistry students to the Central Campus to do experiments in our laboratory. This summer all three high school chemistry teachers are planning to attend a three-day workshop at Mt. Vernon where they will be involved in archaeological excavations at Washington’s home. The following week they will mentor new high school teachers joining the program on the first day of a two-day workshop to be held at the College. On the second day they will analyze the soil samples obtained from the excavations. The information below is a write up from Esther White, Director of Archaeology, highlighting the partnership between the two institutions. Ms. White will speak at SSCC on the latest discoveries at George Washington’s plantation on April 7.

#### *Archaeological Discoveries at George Washington’s Mount Vernon Esther C. White, Director of Archaeology, Historic Mount Vernon*

Over the past two decades, historical archaeology at Mount Vernon, the home of George Washington, has revealed details about the daily life, landscape and layout of this extensive plantation near Washington, DC. Ms. White’s talk will present an overview of these discoveries into the lives of the enslaved workers and the Washington family, focusing on the current project to understand Washington’s flower garden. The Upper Garden, a prominent feature of the historic site, was first formally planted in the 1760s and remodeled after the American Revolution to reflect Washington’s interpretation of current trends in landscape design. The archaeological work, combining historical documentation, fieldwork and scientific investigation of pollen and soils, is developing new ideas about how the garden was arranged. One element of this multi-faceted investigation, a chemical analysis of the garden soil, is being conducted through a partnership with Southern State Community College. This research will culminate in a restored garden to debut in 2010.

## **SSCC and Adams/Brown Counties Economic Opportunities Collaborate**

Southern State's Corporate and Community Services Division and the Business Development Department of Adams Brown Counties Economic Opportunities, Inc. entered into a formal agreement to form a unified education and training collaborative in order to provide small business support and training to potential and current entrepreneurs in Adams and Brown Counties. A copy of the Memorandum of Understanding is attached to this report.

### **Statewide Accountability System**

Chancellor Fingerhut has asked the OACC to develop an accountability system for the two-year community college sector. OACC has recommended a system that is outlined in the attached draft of Recommendations on Elements of Student Success. Student success would be measured on four areas including a College Portrait, Community College Survey of Student Engagement, Assessment of General Education Outcomes, and Assessing Learning Outcomes within Technical Programs.

A copy of SSCC's Assessment Plan is enclosed for your review. The plan is a work in progress that is constantly revised as new accountability measures are implemented. Another document used for program accountability is the summary results from the annual Advisory Breakfast meeting with our business leaders. The results from this year's meeting are attached.

### **Updates**

- Congratulations are in order! **Carry DeAtley**, Assistant Professor in Medical Assisting, completed her final defense on March 25 earning an Ed. D in Educational Leadership/Higher Education from Argosy University. Her dissertation is titled *Overcoming Hills and Hollows: Appalachian Women and Academic Achievement at a Community College*. The study looked at contributing factors which lead to the success of Appalachian women in their pursuit of higher education. Please join me in congratulating Dr. DeAtley on her success.
- Former SSCC Dean of General Education and North Campus Director, **Dr. Ric Shrubbs**, has been appointed president of Minnesota West Community and Technical College.
- The Higher Learning Commission announced the appointment of its new president, **Dr. Sylvia Manning**. Dr. Manning assumes the presidential role effective July 1, 2008, following the retirement of the Commission's long term president, Steven Crow.
- Chancellor Fingerhut announced the nomination of **Dr. Barbara Gellman-Danley** as Coordinating Officer for Rio Grande Community College and the University of Rio Grande. Dr. Gellman-Danley, current president at Antioch University McGregor and former vice chancellor of the Oklahoma State Regents for higher Education, is a nationally-recognized expert in higher education, adult learning, leadership, and organizational planning. Responsibilities include working with both schools to improve their working relationship and the continued viability of both institutions.

## **Collaboration - University System of Ohio**

Amended House Bill 119 directs the Ohio Department of Education to work collaboratively with the Ohio Board of Regents to develop a plan that moves the adult education programs to OBOR by January 2009. OBR is encouraging collaborations to begin developing and strengthening partnerships among Adult Basic and Literacy Education programs, adult career-technical programs, and higher education institutions. Two goals of the Bill include creating a greater connection between ABLE offerings and postsecondary institutions and aligning curriculum and services into a continuum of educational options for adults from those below a secondary level of education (12.9 grade level) to advanced standing. A couple of new initiatives are underway that support these transition goals such as the Ohio Skills Band and the Stackable Certificate program. Attached is a list of studies required of the OBOR in H.B. 119.

## **Transfer Assurance Guides**

Attached is a state-wide comparison chart of courses approved for the state-wide Transfer Assurance Guides (TAGS). As you can see from the chart, Southern State currently has 115 courses (green bar) that have been Transfer Assurance Guide (TAG) approved. This equates to approximately 70 Ohio Articulation Number (OAN) matches. The disparity in numbers is a result of the necessity of more than one SSCC course, in some instances, to meet all OAN course objectives. An example would be that CHEM101, 102 and lab sections 111, 112 are necessary to meet the OAN course outcomes for the course number OSC008.

The college currently has 25 courses (yellow bar) that are awaiting review at the state level. Finally, the college currently has 10 courses that have been disapproved (red bar). These courses are in the process of revision and will be resubmitted for approval. Should they, for whatever reason, not be approved we may withdraw them from current submission and attempt to resubmit in the future.

The TAG project for the college has been given to Peggy Chalker and with assistance from the faculty the process should soon be complete. As an institution we are doing very well in this process and have proceeded very far in this endeavor over the last year.

The current process of submission and review will end on June 1<sup>st</sup>, 2008. The Ohio Board of Regents is currently developing a system through which new courses in the future may be submitted for TAG approval; however, this system will probably not be in place until late in 2008 or early 2009.

## **Corporate and Community Services**

The reports for February and March from Corporate & Community Services and Center for Business and Industry are attached for your review.

## **Coordinator of Career Services**

I am pleased to announce Mr. Rob Moffat has been selected to fill the position of Coordinator of Career Services. Mr. Moffat has more than 25 years of experience counseling individuals in career planning, academic planning and job search techniques. He worked at Ohio University's

Career Services office, the University of Detroit Cooperative Education office and Central Michigan University's Veterans Programs office as well as service in the Military. Mr. Moffat has worked closely with business and industry in preparing his students to successfully enter the job market. He has spent the last year as a project director for Mature Services helping senior citizens gain job-readiness training through the U.S. Department of Labor's Title V Program. Rob earned a master's degree in counseling and a bachelor's degree in psychology from Central Michigan University.

### **Special Report from Student Services**

Under separate cover, you will find a report from our Student Services department. The report provides a more in-depth look at the student services area than what is usually reported and highlights some of the exciting things occurring at the College.

### **State Reports**

The Chancellor's *Strategic Plan for Higher Education* and the Ohio Board of Regents *Report on the Condition of Higher Education in Ohio: Meeting the State's Future Needs* that were released on March 31 and are enclosed with this mailing.

### **Wimba Conference**

Southern State hosted a Wimba Conference that drew approximately 50 participants from several states and multiple colleges and universities. Wimba is collaborative software that adds interaction and personalization to on-line courses. These elements of collaboration include voice, social presence, chat, share (sharing applications with students and peers), video, and content. Louie Mays coordinated the conference, which was held in the Gateway Center.

### **National Library Week**

In celebration of National Library Week, author Jonathan Mooney is scheduled to speak on Monday, April 14, at 10 a.m. in the Appalachian Gateway Center. Jonathan Mooney is a dyslexic writer who did not learn to read until he was 12 years old. He is a graduate of Brown University's class of 2000 and holds an honors degree in English Literature. Jonathan is founder and president of Project Eye-to Eye, a mentoring and advocacy non-profit organization for students with learning difference. A winner of the prestigious Truman Scholarship for graduate studies in disability studies and social change, Jonathan was also a finalist for the Rhodes Scholarship. With the publication of *Learning Outside the Lines* (now in its 14th printing) when he was 23, Jonathan established himself as a sought after speaker. His second book, *The Short Bus: A Journey Beyond Normal*, is a memoir, published by Henry Hold in June 2007. Lauded as "a heartfelt rebuke to the rigid definitions of normality," by Kirkus Review, the book is Jonathan's journey across the United States, in a converted short school bus, as he seeks to celebrate cognitive and physical diversity through profiles of people who have been labeled abnormal their entire lives.

### **March, April, May, June Events**

- Women in History Presentation - sponsored by SSCC Women of the College - March 18
- *Wrong Place, Wrong Time* Theatre Production - Rainee Angles - March 19
- PN Pinning Ceremony - March 21
- How to Use Wimba Classroom - April 4
- Esther White, Archaeological Discoveries at George Washington's Mount Vernon - April 7
- Ben Gullett's *Squigglydickler* - April 10, 11 and 12
- Area Artist Exhibition - April 14
- National Library Week - April 14-18
- Law Enforcement Graduation - April 16
- Spring Fling Week - North, May 12; Central, May 13; South, May 14; Fayette, May 15
- Registered Nursing Pinning - June 12
- SSCC Commencement - June 13 - Speaker, Dr. Rob Sharp

### **SSCC Foundation Upcoming Events**

- Quarterly Meeting for Foundation Executive Committee - April 16
- Fayette Campus Groundbreaking - June 3
- Annual Foundation Gala - November 20

### **Newspaper Articles**

Attached are various newspaper articles that I wanted to share with the Board.

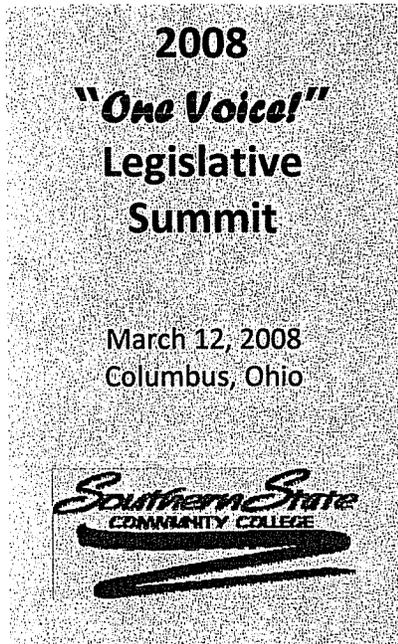
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#### **Attachments**

1. One Voice Pictures
2. PN Spring Demographics
3. MOU for CCS and Business Development Department of Adams Brown Counties Economic Opportunities, Inc
4. Statewide Accountability System
5. Summary Results from This Year's Advisory Breakfast
6. List of Studies Required of the OBOR in H.B. 119
7. Comparison Chart of Courses Approved for the State-wide TAGS
8. February and March Corporate and Community Services Reports
9. Newspaper Articles

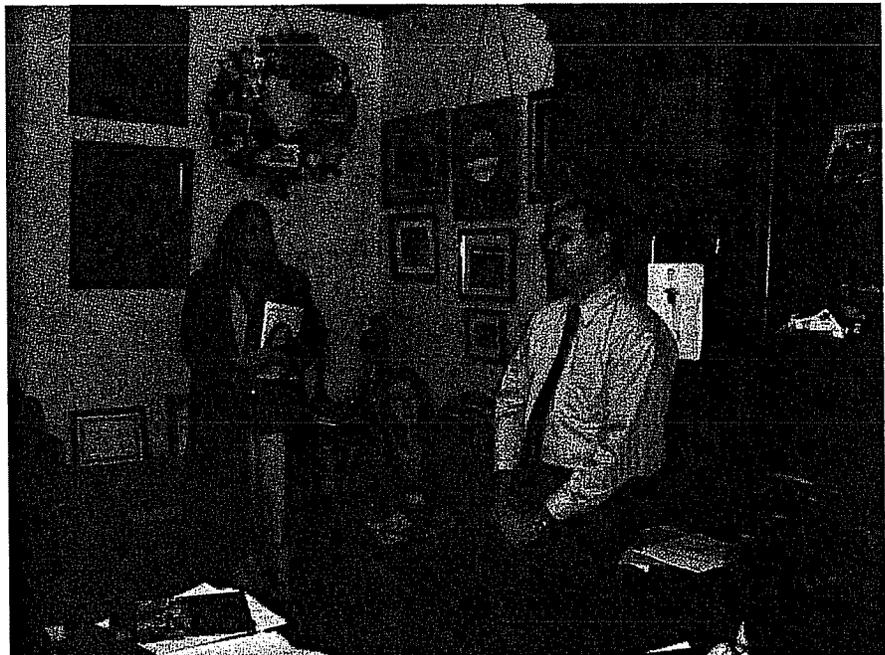
#### **Enclosures**

1. Assessment Plan
2. Student Services Report
3. Strategic Plan for Higher Education
4. Report on the Condition of Higher Education in Ohio: Meeting the State's Future Needs



Above: The first legislator that we were able to speak to was Representative John Schlichter. A native of Fayette County and former board member for SSCC, Representative Schlichter focused his comments on support for SSCC in particular and his perceptions of the role SSCC plays in the University System of Ohio. Pictured L to R (Front Row): Jennifer Roush, Alexandria Webb, Shanon Brunner, Meghan Ryan. Back Row L to R: SSCC President Sherry Stout, Allison Stephenson, Representative John Schlichter, Katie Surharski, Deanna Beery, Russ Wickam, Wes Payne, and Nicole Roades

Side: Senator Carey spoke to the group just before the noon hour. As Chairman of the Senate Finance Committee, Senator Carey spoke in depth about the positive and negative aspects of term limits. Following the visit in his office, he escorted the students to the Finan Room where students were able to sit behind the bench in the Senator's seats. Pictured here are Senator Carey, Katie Surharski (seated) and Allison Stephenson (standing).



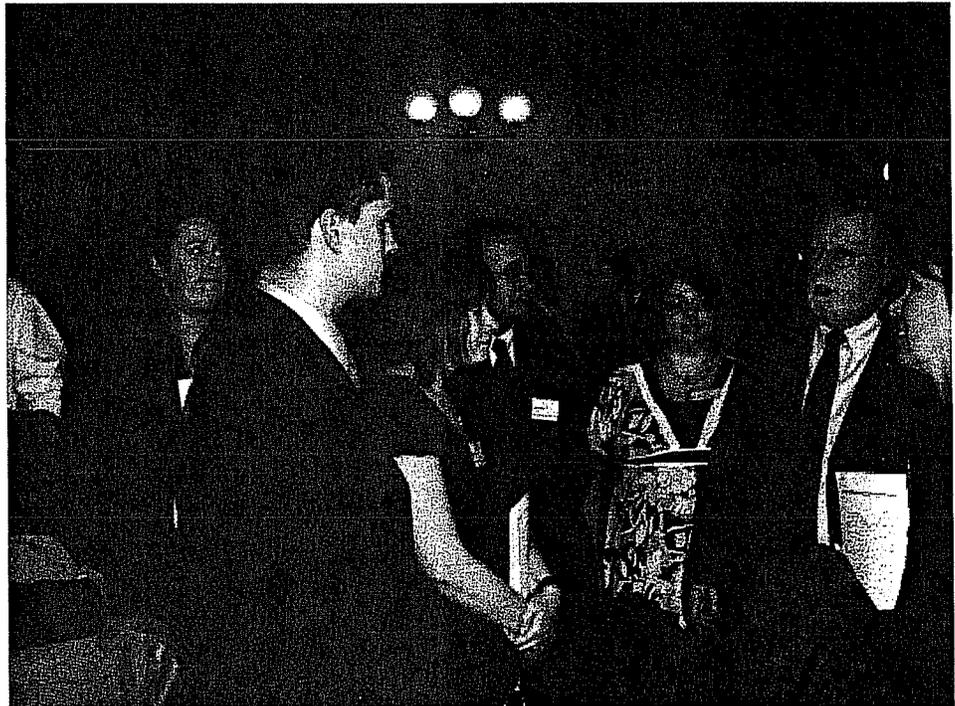


Side: Governor Strickland spoke following lunch and publically recognized the group of students from Southern State. During his speech he spoke of the vital role that community college's play in Ohio's education system. He spoke of his desire for community colleges to fulfill their mission of being affordable, accessible and of the highest quality. He requested support for an upcoming bond issue to help Ohio in advancing our infrastructure.



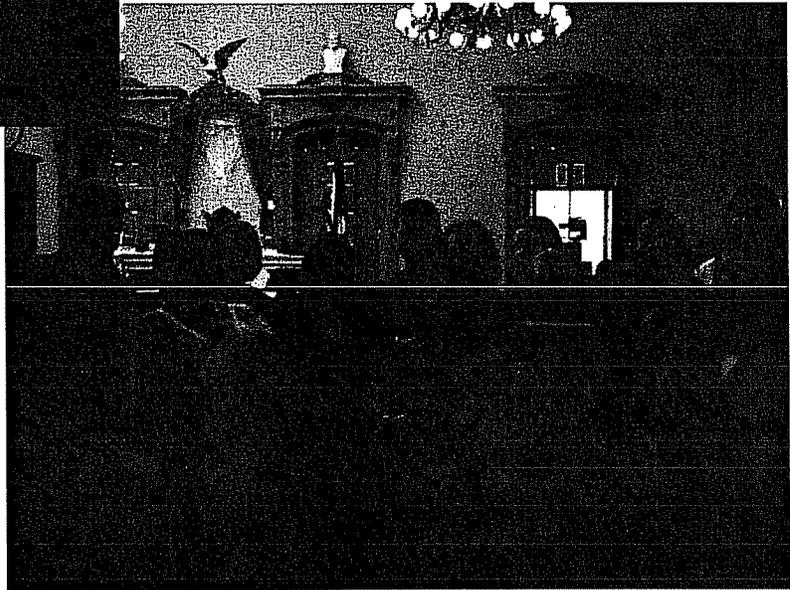
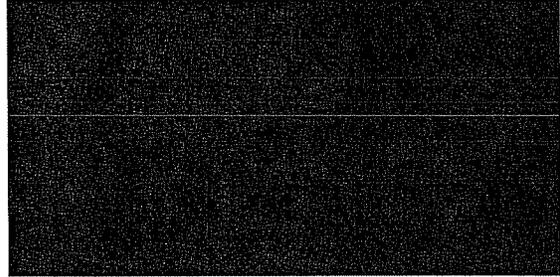
Side: Senator Niehaus invited SSCC students to the Senate Chamber where he introduced each of them by name. Pictured here, Senator Niehaus spoke with Wes Payne and others about the process to become a Paige.

Pictured: Front L to R: Wes Payne and President Sherry Stout. 2<sup>nd</sup> Row L to R: Meghan Ryan and Senator Niehaus. Back Row L to R: Allison Stephenson, SSCC Board of Trustee Member- Rory Ryan, and Jennifer Roush.





Above: The Ohio Senate Floor just before the session began.



Side: Pictured Front Row L to R: Senator Niehaus, Jennifer Roush, Deanna Beery, Shanon Brunner, Allison Stephenson, and Alexandria Webb. Back Row L to R: President Sherry Stout, Meghan Ryan, Wesley Payne, Katie Surharski, and Russ Wickam.



Side: The students paused for only a brief moment on the steps of the Statehouse before they rushed to the next appointment. Pictured: Front Row L to R: Shanon Brunner, Wes Payne, and Allison Stephenson. Second Row L to R: Alexandria Webb, Katie Surharski, Russ Wickam. Third Row L to R: Deanna Beery, Rory Ryan, Sherry Stout, Jennifer Roush, and Meghan Ryan.



**PRACTICAL NURSING PROGRAM  
SURVEY**

**Students Enrolled Spring, 2008  
Central Campus, Hillsboro**

36 New Students

94% Female (34)

6% Male (2)

7 Returning Students

(Not included in statistics.)

**I AGE RANGE & AVERAGE**

Students' ages range from 20 to 47

The average age is 31.17

**II EDUCATION**

High School Graduate (32) .....	89%
G.E.D. (4) .....	11%

**III RESIDENCE by County**

Adams (6) .....	17%
Brown (6) .....	17%
Clinton (5) .....	14%
Fayette (2) .....	6%
Highland (9) .....	25%
Madison (1) .....	2.33%
Montgomery (1) .....	2.33%
Pickaway (1) .....	2.33%
Ross (5) .....	14%

**IV EMPLOYMENT STATUS prior to entering program**

Employed Full-time (8) .....	22%
Employed Part-time (15) .....	42%
Not employed (13) .....	36%

**V FINANCIAL RESOURCES (Primary Source)**

(Most students use a combination of available resources.)

Grants (19) .....	53%
Scholarships (3) .....	8%
Self Pay (4) .....	11%
Student Loans (31) .....	86%

## **Memorandum of Understanding**

**This Memorandum of Understanding is entered into on March 14, 2008, between the following institutions:**

**Adams Brown Economic Opportunities, Inc.  
Business Development Department  
406 Plum Street  
Georgetown, Ohio 45121**

**Southern State Community College  
Corporate and Community Services  
200 Hobart Drive  
Hillsboro, Ohio 45133**

**The above named institutions agree that upon the commencement date of this Memorandum of Understanding, they shall be deemed to have formed a unified education and training collaborative. The purposes, terms, and conditions of this partnership are as follows:**

### **I. Purpose**

**To provide small business support and training to potential and current entrepreneurs in those areas of our service areas that overlap, which are Adams and Brown Counties.**

#### **Section 1:**

**Lisa Tumbleson-Davis, Adams Brown Business Development Department, Program Coordinator, will serve as the point of contact for SSCC CCS staff. Russ Brewer, Corporate and Community Services, Enterprise Center Coordinator, will serve as the point of contact for ABCEOI ABBDD staff. Such contact would be appropriate to coordinate training activities and share resources.**

#### **Section 2:**

**This Memorandum of Understanding may be modified or amended with the consensus of the Director of the Adams Brown Counties Economic Development Program and the Dean of Corporate and Community Services of Southern State Community College.**

## **II. Services**

**Both parties presently provide training and support services to entrepreneurs and small businesses. It is the intention of both parties to supplement, enhance, strengthen, improve, and coordinate these training and support services.**

## **III. Financials**

**Both parties agree and understand the intent of this Memorandum of Understanding is to encourage exchange and coordination of services and resources. There is no contractual or financial obligation, as such, that is part of this understanding. Incidental costs for materials or other charges are appropriate as long as they are agreed to by both parties prior to any activity.**

**Both parties understand that each institution may have patent, copyright, trademark, and trade service rights in anything developed by either party. Both parties agree not to use any intellectual property mentioned above for the benefit of any other party without prior written permission.**

## **IV. Disputes**

**Disputes that would jeopardize the operation and prosecution of this Memorandum of Understanding and cannot be resolved by the program coordinators will be submitted to the Adams Brown Counties Economic Opportunities Program Director or designee and the President of Southern State Community College or designee for resolution.**

## **V. Term**

**The partnership shall commence on April 1, 2008, and continue until March 31, 2009, unless dissolved earlier by either party with a thirty (30) day notice prior to end of a training session by mutual agreement.**

**Signatures:**



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**Alvin Norris**  
**Executive Director**  
**Adams Brown Counties Economic**  
**Opportunities, Inc.**



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**Sherry Stout**  
**President**  
**Southern State Community**  
**College**

**Chief Academic Officer Recommendations on Elements of Student Success for  
Ohio's Two-Year Colleges  
Prepared for  
The Ohio Association of Community Colleges**

**DRAFT**

**Charge:**

A committee of two-year college chief academic officers were charged by the president's of the Ohio Association of Community Colleges to provide recommendations regarding the most effective means for reporting on four areas of student success for the two-year colleges within the University System of Ohio (USO). Specifically, the four areas that were addressed included the following:

1. What data elements should be included on a (VSA) Voluntary System of Accountability web site which are common to all two-year colleges within the State of Ohio?
2. How will we measure and report on "student engagement" within Ohio's two-year colleges?
3. How will we measure and report on the "assessment of general education outcomes" within Ohio's two-year colleges?
4. How will we measure and report on the "assessment of learning outcomes related to technical programs" within Ohio's two-year colleges?

**Recommendations:**

**1. Voluntary System of Accountability (VSA) Common Data Elements**

The committee reviewed the first three pages of the Voluntary System of Accountability (VSA) (attached) for data elements that would form the basis for a "common" reporting structure for Ohio's two-year colleges, as well as for data elements that should be included that are linked to the University System of Ohio Strategic Plan. *We recommend that the VSA format be utilized, with several changes, which include data elements reflective of the mission of Ohio's two-year colleges as well as the USO Strategic Plan. The specific changes and data elements recommended for inclusion are contained in a separate detailed document.*

**2. Measuring and Reporting on Student Engagement**

One of the most widely utilized instruments to measure student engagement in community colleges around the country is the Community College Survey of Student Engagement (CCSSE). Developed specifically to be used for community college students, the CCSSE measures student engagement in the areas of Active and Collaborative Learning, Student Effort, Academic Challenge, Student-Faculty Interaction and Support for Learners. Many two-year campuses in Ohio already use the CCSSE instrument to measure student engagement as well as faculty perceptions of

student engagement. *We recommend that the CCSSE instrument be utilized to measure and report on student engagement for all two-year colleges. We recommend that a committee of CAO's be appointed to further investigate and make recommendations regarding the frequency of administration, the time of administration (within the academic year) and the population to be sampled to ensure consistency of administration among all two-year colleges. We further recommend that the USO consider providing partial funding to institutions to cover the costs of administering the survey and reporting the results.*

### **3. Assessing General Education Outcomes**

Without going into a great deal of detail or debate on the pros and cons of standardized testing as a sole measure of student learning, we did not feel that this approach was reflective of the approach taken by the Higher Learning Commission which encourages each institution to define, measure and report on their assessment of student learning. We do however, support the notion that each institution's assessment activities should be organized and reported in such a way that students, parents, accrediting agencies and other interested parties can easily view and interpret the efforts of Ohio's two-year campuses in improving student learning achievement. *Thus, we recommend the creation of a common "template" that would report on each institution's General Education Outcomes, Measurements Used, Results of the Measurements, and How the Results Will Be Used to Make Improvements in Student Learning Achievement. This approach would standardize the reporting among two-year institutions while allowing for institutional autonomy in the definition, measurement and reporting of student learning assessment. This approach also recognizes and incorporates the extensive work of the Ohio Board of Regents Planning Committee on Higher Learning Accountability and Productivity where a State portal has been created to provide centralized access to each institution's Student Success Plan.*

### **4. Assessing Learning Outcomes Within Technical Programs**

*As with the assessment of general education outcomes, we recommend that by using a common template as described above we would standardize our reporting without standardizing our outcomes, measures and results and protect the individual differences that exist between and among two-year institutions. It is important to note that we would not recommend assessing at the "course" level, but rather the "program" outcome level.*

### **Additional Observations**

For this proposal to be successful, all two-year colleges would need to commit to what is being proposed, which would require all institutions to create a web page that would report on the four (4) areas listed above and to link the page to the USO web page on "Student Success."

## Advisory Committee Input: Survey Summary: Aggregate

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Attendees:

Southern State Representatives	32
<i>Faculty</i>	16
<i>Non-Faculty</i>	17
Community Representatives	51
<b>Total</b>	<b>83</b>

Surveys: N=63

I serve on an advisory committee for:

	n=	% of all respondents
An academic program	36	57%
A college-wide support program	26	41%

I represent interests of:

	n=	% of all respondents
Local small business	1	1%
Local industry	6	10%
Local civic organization	2	3%
Education	31	49%
Other	18	29%
No response or multiple answers	5	8%

Generally speaking, Southern State is meeting the needs of employers in the southern Ohio area:

	n=	% of all respondents
Agree	39	62%
Somewhat Agree	18	29%
Not Sure	5	8%
Somewhat Disagree	1	1%
Disagree	-	

Comments:

- We are very pleased with our employees that are out of Southern State
- Build on tuition reimbursement
- Provides outreach and education with opportunities in learning, community action, and further education
- I have not personally spoken to employers, however, the P-16 Council did survey employers and found a need for better match between skills and a better prepared workforce in terms of soft skills
- As students graduate from the respiratory care program, we'll see how SSCC falls in the picture
- Some students may desire higher level education and jobs out of local area
- A lot of the students don't work above and beyond, not showing p for classes and/or

work

- Employers comment on need for soft skills and life skills
- Closer alignment/content with area business to get specific needs for now and in the future

**I have a favorable impression when I hear Southern State mentioned in the community.**

	n=	% of all respondents
Agree	55	87%
Somewhat Agree	6	10%
Not Sure	1	1%
Somewhat Disagree	-	-
Disagree	1	1%

Comments:

- have seen much success out of SSCC students and programs
- I recommend SSCC to all who are interested
- Southern State has helped many students and employers
- Mainly from parents of student and students in secondary education programs/PSEO
- I think the perception has improved over the last ten years
- Very positive
- I see evidence of SSCC contributions in the community
- For the most part, comments are favorable; however, occasionally I will hear employers mention lack of certain skills—students feel they were not prepared, etc.
- I used to. Unfortunately I feel things are changing for the worse!

**I would feel comfortable recommending Southern State to a friend, relative, or employee.**

	n=	% of all respondents
Agree	55	87%
Somewhat Agree	5	8%
Not Sure	1	1%
Somewhat Disagree	-	-
Disagree	1	1%
No Answer	1	1%

Comments:

- Dependent on course of study/career goals
- I would strongly recommend SSCC to anyone! (x2)
- I will recommend SSCC to my grandchildren
- Great things happen to students at SSCC
- The College provides an excellent opportunity to open the door.

### Advisory Committee Breakfast Meeting

	% of all respondents				
	Excellent	Satisfactory	Fair	Poor	No Answer
Pre-meeting information	52%	35%	11%	-	1%
Time of meeting	59%	37%	1%	1%	1%
Location of event	68%	22%	6%	1%	1%
Room Temperature	60%	35%	1%	1%	1%
Sound	51%	29%	16%	1%	3%
Room arrangement	56%	29%	13%	1%	1%
Food	60%	25%	8%	1%	5%
Hospitality	79%	14%	1%	-	5%

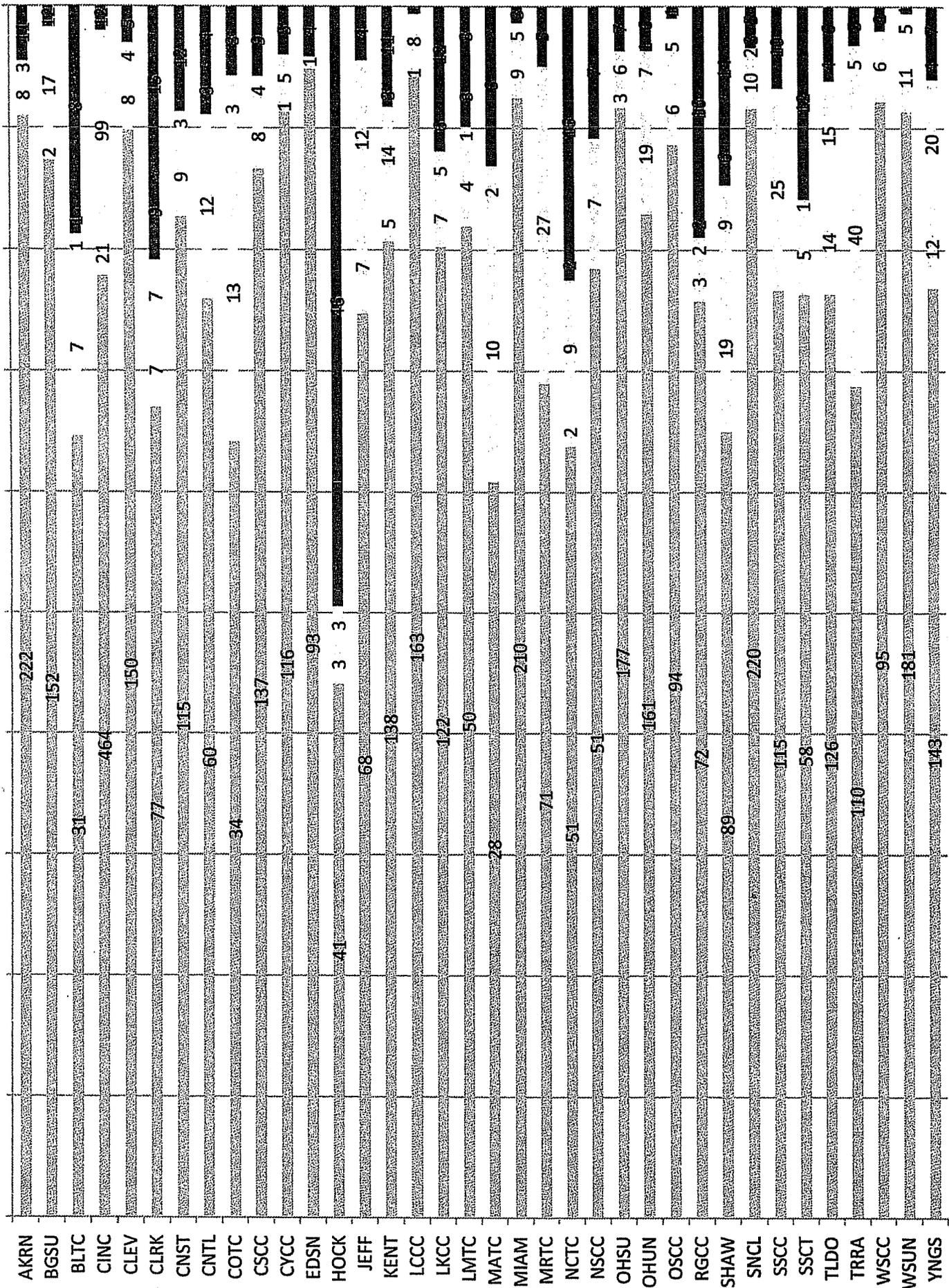
### Committee Specific Meeting

	% of all respondents					
	Strongly Agree	Somewhat Agree	Neutral	Somewhat Disagree	Strongly Disagree	No Answer
The meeting I attended was well planned.	78%	19%	-	1%	-	1%
I had plenty of opportunity to offer input.	86%	11%	1%	-	-	1%
I felt as though my input was valued.	84%	13%				3%
The program or service has clear objectives and a good sense of future direction.	73%	21%	3%	1%	-	1%
The program or service is fulfilling its role within the community.	75%	13%	8%	-	1%	3%

## **Studies Required of the BOR in H.B. 119 – As-Enrolled**

- Requires BOR, in consultation with the Department of Development, to commission a study on the needs of the business community relative to higher education in Ohio, including the necessary skills and talents required by the business community. Completion Deadline – **Dec. 31, 2007**
- Requires BOR, in consultation with state-supported institutions of higher education, to develop a plan that addresses five specific areas of higher education: access, success, affordability, research and development support, and higher education awareness. The plan is to include outcome measures and progress indicators for each area, and to require institutions to commit to increasing inter-institutional collaborations and partnerships with the goal of increased savings. Completion Deadline – **March 31, 2008**
- Requires BOR, in consultation with state-supported institutions of higher education, to study the feasibility of establishing and implementing a tuition flexibility plan. Completion Deadline – **March 31, 2008**
- Chancellor's H.B. 2 mandated "plan for higher education" date is also moved to **March 31, 2008**.
- The Chancellor shall study the effectiveness and appropriateness of the programs funded through Access Challenge, Success Challenge and Economic Growth Challenge in the context of today's knowledge-based economy with a focus on student-based funding, the workforce development needs of the 21<sup>st</sup> century, and incentives for student success. The findings of this study shall be reported to the Governor and the General Assembly by **May 31, 2008**.

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%



■ Course Status Approved    ■ Course Status Submitted    ■ Course Status Resubmitted    ■ Course Status Pending    ■ Course Status Disapproved

## Dean's Report-Corporate and Community Services

February, 2008

### Enterprise Center, Adams County

February 1

Tom Stroup and Russ toured the R & R Tool Company, Inc., in Blanchester. Russ discussed training possibilities and training grants with CEO Dan Reed and Tom discussed the engineering program at SSCC with several interested employees.

February 8

Russ and I toured the Maysville Regional Entrepreneur Center in Maysville, Kentucky. We met with Mike Jackson, Management Consultant and Director of the Entrepreneur Center, along with Barb Campbell, Chief Operational Officer for Vocational Technology and Community Economic Development.

The MREC is a collaborative effort between the City of Maysville, Maysville Community and Technical College, the Maysville-Mason Co. Area Chamber of Commerce, and Morehead State University's Small Business Development Center.

We informally agreed to work together and share ideas, when appropriate, to promote entrepreneurship and small businesses in our adjoining areas.

February 11

Russ participated in a Federal and State Grant Workshop at the Gateway Center. Several agencies were there and explained the types of grants they administer which are available to small businesses and non-profit groups.

February 20

Russ began facilitating a 5 week workshop for Adams- Brown Economic Opportunities on starting a small business.

February 25

Russ attended the Entrepreneurship Week Expo in Columbus at the Riffe Center. The highlight of the Expo was the announcement by Lt. Gov. Lee Fisher that the administration has created a new division within the Ohio Department of Development called the Division of Entrepreneurship and Small Business. The Director is Iris Cooper.

This is good news in that the new administration is realizing how important entrepreneurs and small businesses are to the state's economy, especially in rural areas. We wrote a letter to Ms. Cooper inviting her to visit the Enterprise Center, and we are quite pleased her staff contacted us about a possible visit in April! Details will follow.

### Consulting

Russ consulted with two clients this month. Both are new start-ups in Adams County.

### Truck Driving Academy

The TDA enjoyed a very productive month. The seasonal decline in enrollments was reversed, with one of the best Februarys historically in terms of enrollment. We also enjoyed favorable budget surpluses during the month. We are taking delivery of two late model used trailers, and have worked with Jim Buck to move two used trailers from Fairground property adjoining Fayette Campus, and have delivered two TDA trailers to Fayette campus for storage and to improve appearance and advertising. Work continues with the leasing division of R & L carriers to secure an updated lease agreement to allow for addition of electric service to the Wilmington Backing pad. We had 10 tractor service calls in January alone for tractors that wouldn't start due to cold weather.

### Workforce Development

I continue to be involved in a variety of collaborative efforts with community colleges, Adult Education and Career Centers, and Workforce Development providers in and adjoining our service area. There still seems to be some uncertainty regarding the overall direction and details of the State's efforts in these areas, but upcoming meetings are expected to provide clearer direction.

## Center for Business and Industry

**TECHNICOLOR CINEMA SERVICES-** CBI delivered additional classes this month to the Wilmington Distribution Center. An Intermediate Microsoft Word class, postponed from an earlier date, and an additional 20 hours of training were scheduled with one class conducted this month. Additional trainings include: Intermediate Microsoft Excel, Advanced Microsoft Excel, and Pivot table training. Courses are expected to be completed by mid-June.

**MACA PLASTICS-** Russ Brewer and Bob Brown met with Steve Cox and Donna Smith to provide Supervisor Leadership classes on-site at the Adams County business for 14 supervisors and managers during the month of May. Funding from Targeted Industry Training Grant dollars have been approved to assist in the project.

**TURNING POINT APPLIED LEARNING CENTER-** CBI is working with Turning Point and instructor Julia Basham to schedule Computer training for the five staff persons at the manufacturing training facility in Hillsboro over the next two months. Courses include: Basic, Intermediate, and Advanced Microsoft Excel and Quickbooks accounting software.

**R & R TOOL INC-** CBI worked with Brad Bapst and David Boulay of the Ohio State University South Center to provide LEAN Manufacturing training to R & R Tools in Blanchester. The company reviewed the proposal using Tech Solve as the vendor, but ultimately decided against making such a large investment at this time.

**MEADWESTVACO CALMAR-** CBI delivered 12 contact hours of software training to 62 employees of the Washington Court House plant. Training consisted of Babtac software used to track production and rejected products and basic keyboarding and data entry skills for the employees who were not used to performing those tasks. SSCC instructor, Julia Basham delivered the successful training over a two day period.

**NCB, FSB-** CBI worked with NCB HR Manager Michelle Ward to plan Basic, Intermediate, and Advanced Microsoft Excel classes at the Training Resource Center on Central Campus to commence in March.

**BENCHMARKING GROUP-** Several proposals were submitted to the Benchmarking Group made up of the area Honda Suppliers. Potential training for a Basic and Intermediate Blueprint reading class, an Internal Auditor class for ISO 9001:2000 and ISO/TS 16949 compliance, Corrective and Preventive Action, Measurement Systems Analysis, Calibration and Control of Measurement Systems

**Dean's Report-Corporate and Community Services  
MARCH, 2008**

**Center for Business and Industry March 2008**

**NCB-** The Training Resource Center on Central Campus hosted employees of NCB on March 19<sup>th</sup>. CBI provided training in Microsoft Excel- Basic. Courses in Intermediate Excel and Advanced Excel are scheduled in April and May respectively.

**Turning Point Applied Learning Center-** CBI continued quarterly forklift training to Turning Point participants this month. Previous training was conducted in September and December of 2007 and will be completed in June 2008.

**SoITerra Communications of Ohio-** CBI worked with Russ Brewer at the Adams County Enterprise Center and Kris Hilgeman, Continuing Ed to provide an on-line class in Dreamweaver software to this new Adams County web design business. The course was delivered through the college's association with ed2go.com and was favorably reviewed by the owner/student. This marked CBI's first venture with an on-line class, and it was completed the first week of the month.

**Sugar Creek Packing-** CBI met with Ron Bryant, Plant Manager and Kay Jones, HR Manager to discuss providing Supervisor training later this spring. A detailed proposal will be submitted by mid-April to the company. Currently, it is expected that the training will be held on Saturdays at the Fayette campus.

**Weastec-** CBI and Corporate and Community Services recently met with Bill Smith, HR Manager to provide associate testing via a partnership with Columbus State Community College's Business and Industry Sector. A proposal will be submitted to the company mid-April.

CBI is working with the Engineering Department of Weastec to provide Geometrical Dimensioning and Tolerancing (GD&T) at the Training Resource Center in April or May.

**Enterprise Center, Adams County:**

With about 8 months in the Winchester location, Russ compared our actual costs at the new location with that of our previous location. We are pleased to report our actual costs savings in the new location is more than estimated. We estimated a savings at Winchester of about \$3900 annual, and based on actual costs to date we are saving about \$4700 annually. We have reduced annual expenditures at the Adams County location from over \$8,000 annually to under \$4,000 while maintaining and improving our service level to the area.

We are quite pleased to announce our first enrollment in our on-line entrepreneurial certificate program.

## **Dean's Report-Corporate and Community Services MARCH, 2008**

On Friday, March 14 the Enterprise Center hosted SSCC President Sherry Stout and Adams Brown Economic Opportunities Inc. Director, Al Norris, for an MOU signing. The MOU serves to formalize the cooperative efforts between the Corporate and Community Services Division's Enterprise Center and the Micro-Enterprise Division of ABEOI in promoting and developing entrepreneurship and small business development in Adams and Brown Counties.

We have received approval from the regional Ohio Department of Development office that our Appalachian Training in Partnership (ATIP) grant was approved. It will allow us to work with South Campus faculty to implement and award credit for entrepreneurial courses, develop a one year course of study in entrepreneurship for high school students, develop curriculum for entrepreneurship summer academies for upper elementary, junior high, and high school students, and to develop a business plan competition for high school and college students.

### **Truck Driving Academy**

Enrollment and month end financial statements have improved as expected and in line with historical data. Fuel and maintenance costs continue to be a concern, as they do throughout the industry. We took delivery of the two late model trailers, with the two trailers they replaced made available to Fayette campus. Work continues with the leasing division of R & L carriers to obtain agreement on a lease for the Wilmington backing pad at a cost to us of \$1.00 per year. The lease needs to be in place before we can pursue a much needed electrical service installation on the backing pad. We are planning a ceremony April 22 in Piketon recognizing Schneider Freight Lines for their generous donation of a tractor and trailer to our operations. Eddie Mullins and I will be attending the National Association of Publicly Funded Truck Driving Schools convention in Houston in early April.

### **Workforce Development**

March was a busy month for meetings at the state level. A variety of announcements have been made recently that will directly or indirectly affect this division, in addition to the announcements affecting the college as a whole. Some key changes that we will be watching closely include:

- Ohio Department of Development will oversee all services related to employers, which includes transferring WIA discretionary programs and One-stop support programs, which was at ODJFS.
- Board of Regents will transfer (in FY2009) targeted industry training grants to the Ohio Department of Development.
- OBOR will assume responsibility for Ohio Skills Bank. Pickaway Ross JVS was named interim coordinator for Region 7 and Sinclair for region 4.

**ICIAL**

# Southern State's annual Artist Exhibition begins April 14

Area artists are encouraged to participate in the Area Artist Exhibition at the Appalachian Gateway Center at Southern State Community College's south campus in Fincastle (Sardinia) in Brown County. The exhibition is scheduled to run from April 14 through May 24. The artists' reception will be held Thursday, April 24 from 6-9 p.m. This annual event is held to promote the works of local artists and their organizations.

"This exhibition is an ideal opportunity for local artists to have their work noticed," says James D. Werline, art professor at Southern State Community College and event coordinator. "It also provides the public a chance to discover the rich artistic talent that is unique to the southern Ohio area. People can meet the artists and discuss their works. We have several local art organizations that have committed to this year's event; there is still room for more."

Something new to this year's exhibition is the addition of a competitive division. Artists choosing to enter the competitive division will compete for cash awards of \$350 for Best of Show and \$100 for Reserve Best of Show.

Entries are being accepted and general guidelines for artist participation include having the work framed and delivered to the Appalachian Gateway Center, SSCC south campus, 12681 U.S. Route 62, Sardinia, on April 3 from 4-7 p.m. For questions, individuals can contact Mr. Werline at the college's south campus by calling ext. 3669 at 1-800-628-7722 or (937) 695-0307.

The general public is welcome and encouraged to view the exhibition anytime between April 14 and May 24. The opening artists' reception will be held on Thursday, April 24 at 7 p.m. During the reception participants will have the opportunity to meet and converse with the artists. The Appalachian Gateway Center Gift Shop will be open during this event.

For more information or to request an entry form, contact James D. Werline by calling ext. 3669 at 1-800-628-7722 or (973) 695-0307.



"Maggie," an oil painting by local artist Carol Ware, is one of the works that will be featured in the 2008 Area Artist Exhibition at SSCC's Appalachian Gateway Center.

“My Antonia” — Week 1

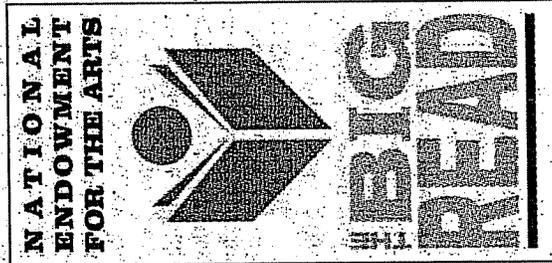
# Bright Local Schools and SSCC presents the NEA Big Read novel “My Antonia”

The National Endowment for the Arts (NEA) continues its drive toward making the Big Read the largest federal reading program in U.S. history. The NEA announced that the library at Southern State Community College and Bright Local School District has launched its Big Read program in celebration of the novel “My Antonia,” by Willa Cather, with a series of kickoff events in 2008. Both Whiteoak High School and Southern State will be celebrating “My Antonia” during National Library Week, April 14-18.

“My Antonia is a story of a Bohemian girl whose family came from the old country to settle on the open prairies of Nebraska. While she lives on her farm and tills the soil, she is a child of the prairie, almost as much a part of her setting as the waving grass and the tall corn. But Antonia also goes to the city, and there she knows heartbreak. She finds peace and meaning in life only after her return to the land which is her heritage.

The entire Southern State service district, including the Bright Local District, is rural, and many of the scenes in the book are from a rural lifestyle. Many of our local readers can relate to what it's like to live in, and migrate from, a rural society.

The information that follows will be a weekly series devoted to the celebration of this great novel in American literature. We hope you enjoy it.



Antonia immigrates as a girl with her family from Bohemia to a homestead on the open plains. The hardships of attempting to farm the raw land drive her sensitive father to suicide, and, as a young teenager, Antonia is forced to endure hard physical labor in helping to work the farm.

Like many other daughters of the farming immigrants, Antonia becomes a servant girl to an established family in the small town of Black Hawk, with her wages sent to her older brother to help support her family on the homestead. In town, she is able to participate in social activities such as dances and parties, and these gatherings become the focus of her life. She meets a man who works as a conductor on the railroad, and she runs away with him in the belief that he will marry her. However, he deserts her with child, and, in shame, she returns to the grueling hard work of her brother's farm.

Willa Cather's portrayal of the great presence of the prairie, which is converted during Antonia's lifetime from open expanse to productive farmland, serves as a powerful background to Antonia's struggles. Although Antonia faces severe hardship, she remains strong, responding openheartedly to her simple life, which centers on child rearing and family concerns. At the close of the novel, Jim Burden visits her after a twenty-year absence, and he discovers her happily married to a local farmer and caring for her large family. Her courage has enabled her to become a mature woman of dignity and strength.

To get a free copy of this novel and readers guide, visit the Whiteoak Jr./Sr. High School Library or the Southern State Community College Learning Resources Center or call (800) 628-7722 ext. 3580.

## SSCC graduate Kaetzel achieves dream of career in human services

Not knowing what she wanted to do after high school graduation Melissa Kaetzel was encouraged by her parents to explore the option of college. Unsure about a major and career choice, Kaetzel chose Southern State Community College because the tuition was affordable and the college offered a variety of programs.

"I first attended Southern State because my parents made me," says Kaetzel. "Not realizing the importance of a college education, I dropped out to 'live life' and it was then that I came to the realization that in order to make something of myself, I needed to get my college degree."

Kaetzel returned to SSCC and decided to take a substance abuse course in human and social services. "I loved the class and realized that a career in human and social services was what I wanted," states Kaetzel.

With a full-time job already in place, Kaetzel graduated from SSCC in 2007 with an associate of applied science degree in human and social services technology: chemical dependency. Two months after the completion of her internship and just months before graduation, she was hired by the Clermont County Recovery Center, Inc.

"I cannot thank SSCC enough for helping me reach my goals," Kaetzel states. "In order to make something of my life, I knew I needed a college degree. Graduating from Southern State has opened many doors of opportunity

for me."

While attending SSCC, Kaetzel was involved in both civic and student activities and she excelled academically. In addition to volunteering for the Big Brothers Big Sisters organization, she made the President's List for seven consecutive quarters, was inducted into the honor society Phi Theta Kappa, and graduated cum laude.

Kaetzel enjoys her new career as an academic specialist. "I work in the day treatment program with teens battling substance abuse issues," she says. "I absolutely love my new position and feel that my passion of working with at-risk teens is truly being fulfilled."

"Choosing Southern State enabled me to go beyond my dreams - I found my niche in life and became successful. SSCC is a great college. I love the small class sizes, the individual attention from professors, being close home, and the affordable tuition. The campus is like a big family; everyone is so helpful and friendly."

In addition to the two majors in its human and social services programs, Southern State offers 32 other associate degree and certificate programs, distance education opportunities, flexible courses, workforce training, and more to serve the needs of its diverse student body. Spring quarter begins March 31 and registration is under way. Visit [www.sccc.edu](http://www.sccc.edu) or contact SSCC at 800-628-SSCC for more information or to schedule a campus visit.



submitted photo.

Pictured is Melissa Kaetzel, a graduate of Southern State's human and social services program.

The Times-Gazette  
2-11-08

# Area students, schools advance in Power of the Pen competition

■ Event was held at Southern  
State Community College

By BRANDY CHANDLER  
The Times-Gazette

More than 100 students from more than 10 schools gathered to the halls and classrooms of the central campus of Southern State Community College in Hillsboro on Friday for the annual district competition of the Power of the Pen.

The annual competition, where seventh and eighth grade students compose fictional stories in three rounds of writing, places the top four schools to advance to regional competition, along with top individual writers.

The students write on pre-selected prompts that are used statewide. A group of master judges select "Best of Round" winners for the pieces they feel were the strongest of each round of writing-in-each grade.

In the seventh grade, Haley Tolle of Fairfield Middle School, Haley Sims of Greenfield Middle School, and Lori Shonkwiler of Greenfield Middle School were each named a best of round winner.

Please see POWER OF THE PEN/2A

# Power of the Pen: Local students advance

continued from Page 1  
Margo Current of George McDowell Junior High was named as an honorable mention best of round writer.

In the eighth grade, Jordan Puckett of Eastern Brown Junior High School, Devon Redmond of Greenfield Middle School, and Rachell Sever of Paint Valley Junior High School, were each named best of round winners. Ainsley Camp of Peebles High School was named as an honorable mention best of round winner.

Teays Valley Middle School took first place in the competition in both the seventh and eighth grades, while Eastern Brown Junior High School, Hillsboro Middle School, and Unioto Junior High School rounded out the eighth grade in second, third and

fourth places, respectively. In the seventh grade, Greenfield Middle School took second place, with Fairfield Middle School in third and George McDowell Junior High School in fourth.

Top placing students for the seventh grade, beginning with first place, were: Graham Douglas, Whiteoak Jr./Sr. High School; Haley Greene, Peebles High School; Brooke Mills, Teays Valley Middle School; Mason Crawford, Eastern Brown Junior High School; Lori Shonkwiler, Greenfield Middle School; Karissa Estep, George McDowell Junior High School; Levi McFadden, Unioto Junior High School; Alex Clark, North Adams Junior High School; Bryanna Boone, Hillsboro Middle School;

Jay Stanley, Teays Valley Middle School; Madeline Drost, Teays Valley Middle School; Haley Sims, Greenfield Middle School; Brenna Simmons, Fairfield Middle School; Margot Current, George McDowell Junior High School; Kelson Copas, Wellston Middle School.

Top students placing students for the eighth grade, beginning with first place, were: Rachell Sever, Paint Valley Junior High School; Meleah Brumfield, George McDowell Junior High School; Jordan Puckett, Eastern Brown Junior High School; Jordan Hill, Teays Valley Middle School; Miranda Fein, Teays Valley Middle School; Jill Keefer, Unioto Junior High School; Joe Otworth, Hillsboro Middle School; Emily Meese, Eastern Brown Junior High School; Devon Redmond, Greenfield Middle School; Aaron Dye, Middle School; Allyson Southeastern Schools; Allyson Webb, Teays Valley Middle School; Amanda Jackson, Southeastern Schools; Heather Bayer, Eastern Junior High School; Ainsley Camp, Peebles High School; Dakota Smith, Unioto Junior High School.

The schools that participated in the annual event came from Highland, Adams, Jackson, Ross, Brown and Pickaway counties.

AGENDA ITEM IV.B  
REPORT FROM VICE PRESIDENT  
BUSINESS AND FINANCE  
February and March 2008  
Financial Reports

for the

Board of Trustees  
April 9, 2008, Meeting



March 5, 2008

MEMORANDUM TO: Sherry Stout, President  
The Board of Trustees

FROM: James Buck, Vice President Business and Finance

SUBJECT: February 29, 2008 Financial Reports

Please review the accompanying Financial Reports. If you have any questions or concerns, please call me at (937) 393-1971.

Thank you.

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 1 OF 6  
COMPARATIVE BUDGET REPORT  
EIGHT MONTHS ENDED FEBRUARY 29, 2008 (unaudited)

	FISCAL 08		FISCAL 07			
	ANNUAL BUDGET	02/29/08 Y-T-D	% OF BUDGET	02/28/07 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
<b>REVENUE</b>						
STATE SUBSIDY	5,205,819	3,449,694	66.3%	3,200,350	249,344	7.8%
STUDENT FEES	7,044,670	6,324,266	89.8%	6,120,682	203,584	3.3%
GRANTS & CONTRACTS	865,104	648,842	75.0%	606,317	42,525	7.0%
OTHER INCOME	315,000	223,537	71.0%	157,386	66,151	42.0%
<b>TOTAL REVENUE</b>	<b>13,430,593</b>	<b>10,646,339</b>	<b>79.3%</b>	<b>10,084,735</b>	<b>561,604</b>	<b>5.6%</b>
<b>EXPENDITURES</b>						
INSTRUCTIONAL	6,643,109	3,937,522	59.3%	3,887,438	50,084	1.3%
RESEARCH	2,600	0	0.0%	220	(220)	-100.0%
COMMUNITY SERVICE	45,781	25,658	56.0%	29,436	(3,778)	-12.8%
ACADEMIC SUPPORT	1,771,900	1,155,552	65.2%	1,141,555	13,997	1.2%
STUDENT SERVICES	1,664,266	1,071,147	64.4%	987,459	83,688	8.5%
INSTITUTIONAL SUPPORT	1,530,721	1,076,342	70.3%	1,060,121	16,221	1.5%
PLANT OPERATIONS	1,557,216	964,976	62.0%	985,547	(20,571)	-2.1%
SCHOLARSHIPS	315,000	288,051	91.4%	294,725	(6,674)	-2.3%
<b>TOTAL EXPENDITURES</b>	<b>13,530,593</b>	<b>8,519,248</b>	<b>63.0%</b>	<b>8,386,501</b>	<b>132,747</b>	<b>1.6%</b>
<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>(100,000)</b>	<b>2,127,091</b>		<b>1,698,234</b>	<b>428,857</b>	<b>25.3%</b>
AUXILIARY TRANSFER	100,000	-		-	-	
<b>SURPLUS/(DEFICIT)</b>	<b>-</b>	<b>2,127,091</b>		<b>1,698,234</b>	<b>428,857</b>	<b>25.3%</b>

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 2 OF 6  
CONSOLIDATED FUND BALANCE SHEETS  
AS OF FEBRUARY 29, 2008 (unaudited)

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	1,832,779	985,435	2,484,713	11,549		(194,552)	65,348	5,185,272
ACCTS. RECEIVABLE-STUDENTS(NET)	1,871,850							1,871,850
ACCTS. RECEIVABLE - OTHER	739,327	70,355	76,062					885,744
NOTES RECEIVABLE				6,147				6,147
INVENTORIES	6,929	314,096						321,025
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	21,077	11,541						32,618
EQUIPMENT						673,623		673,623
BUILDINGS AND IMPROVEMENTS						16,473,580		16,473,580
OTHER ASSETS					12,318			12,318
<b>TOTAL ASSETS</b>	<b>4,471,962</b>	<b>1,381,427</b>	<b>2,560,775</b>	<b>17,696</b>	<b>12,318</b>	<b>16,952,651</b>	<b>65,348</b>	<b>25,462,177</b>
<b>LIABILITIES AND FUND BALANCES</b>								
ACCOUNTS PAYABLE	17,807							17,807
SALES TAX PAYABLE		138						138
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHHOLDINGS	(21,826)							(21,826)
ACCRUED PAYROLL	261,686							261,686
ACCRUED EXPENSES								0
DEFERRED REVENUE			488,402					488,402
OTHER LIABILITIES	2,468					2,558,752		2,561,220
DEFERRED COMPENSATION	507,819							507,819
NET INVESTMENT IN PLANT						14,393,899		14,393,899
FUND BALANCE/HELD IN CUSTODY	3,704,008	1,381,289	2,072,373	17,696	12,318		65,348	7,253,032
<b>TOTAL LIAB. AND FUND BALANCES</b>	<b>4,471,962</b>	<b>1,381,427</b>	<b>2,560,775</b>	<b>17,696</b>	<b>12,318</b>	<b>16,952,651</b>	<b>65,348</b>	<b>25,462,177</b>

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 3 OF 6  
STATEMENT OF CURRENT FUNDS, REVENUES, EXPENDITURES, AND OTHER CHANGES  
FOR THE PERIOD ENDED FEBRUARY 29, 2008 (unaudited)

	UNRESTRICTED		RESTRICTED		TOTAL
	EDUCATIONAL AND GENERAL	AUXILIARY ENTERPRISES	UNRESTRICTED TOTAL	EDUCATIONAL AND GENERAL	TOTAL CURRENT FUNDS
REVENUES					
TUITION, FEES, STUDENT CHARGES	6,324,266		6,324,266	0	6,324,266
STATE APPROPRIATION	3,449,694		3,449,694	0	3,449,694
FEDERAL GRANTS AND CONTRACTS			0	5,743,745	5,743,745
STATE GRANTS AND CONTRACTS	648,842		648,842	1,754,863	2,403,705
LOCAL GRANTS AND CONTRACTS			0	323,345	323,345
PRIVATE GIFTS, GRANTS & CONTRACTS			0	662,134	662,134
SALES AND SERVICES		2,568,513	2,568,513	0	2,568,513
OTHER SOURCES	223,537		223,537	0	223,537
<b>TOTAL EDUCA./GEN. REVENUE</b>	<b>10,646,339</b>	<b>2,568,513</b>	<b>13,214,852</b>	<b>8,484,087</b>	<b>21,698,939</b>
EXPENDITURES AND MANDATORY TRANSFERS					
EDUCATIONAL AND GENERAL					
INSTRUCTIONAL	3,864,643		3,864,643	203,197	4,067,840
SEPARATELY BUDGETED RESEARCH	0		0	0	0
PUBLIC SERVICE	25,658		25,658	1,789,121	1,814,779
ACADEMIC SUPPORT	1,155,552		1,155,552	51,804	1,207,356
STUDENT SERVICES	706,755		706,755	131,566	838,321
INSTITUTIONAL SUPPORT	1,076,342		1,076,342	0	1,076,342
OPERATION/MAINTENANCE OF PLANT	964,976		964,976	0	964,976
SCHOLARSHIPS AND FELLOWSHIPS	288,051		288,051	6,590,164	6,878,215
<b>TOTAL EDUCA./GEN. EXPENDITURES</b>	<b>8,081,977</b>	<b>0</b>	<b>8,081,977</b>	<b>8,765,852</b>	<b>16,847,829</b>
AUXILIARY ENTERPRISES					
		2,272,314	2,272,314	0	2,272,314
TRANSFERS	437,271	0	437,271	(437,271)	0
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>8,519,248</b>	<b>2,272,314</b>	<b>10,791,562</b>	<b>8,328,581</b>	<b>19,120,143</b>
<b>NET INCREASE IN FUND BALANCES</b>	<b>2,127,091</b>	<b>296,199</b>	<b>2,423,290</b>	<b>155,506</b>	<b>2,578,796</b>

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 4 OF 6  
AUXILIARY OPERATIONS  
FOR EIGHT MONTHS ENDED FEBRUARY 29, 2008 (unaudited)

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	1,181,599	242,803	1,135,039	14,170	2,573,611
DISCOUNTS	333		(5,431)		(5,098)
COST OF SALES	873,184				873,184
GROSS MARGIN	308,748	242,803	1,129,608	14,170	1,695,329
ADMINISTRATIVE & GENERAL EXPENSES					
FACULTY FULL-TIME			194,062		194,062
FACULTY PART-TIME			149,081	5,330	154,411
ADMINISTRATIVE SALARIES	19,557	27,858	56,000	2,861	106,276
PART-TIME ADMINISTRATIVE SALARIES			8,649		8,649
SUPPORT STAFF SALARIES	16,474				16,474
PART-TIME SUPPORT STAFF SALARIES	5,578	123,031	132,398	838	128,609
FRINGE BENEFITS ALLOCATED	16,703	36,654	5,602	9	186,593
OFFICE SUPPLIES	136	2,173	7,459	654	7,920
PROGRAM SUPPLIES		19,737	91,782		27,850
FUEL			5,141	248	91,782
PRINTING SUP./PHOTOCOPIING	5	1,248	4,580		6,642
TRAVEL-CONFERENCE REIMBURSEMENT			2,329		4,580
TRAVEL-MILEAGE REIMBURSEMENT	418	1,035	69,207		3,782
STUDENT TEST AND TRAVEL			74		69,207
SPECIAL EVENTS			66,105		74
ADVERTISING			21,074		66,105
TELEPHONE	4,461	5,184		79	30,719
DUES & SUBSCRIPTIONS			1,984	277	79
POSTAGE	16,043	171			18,475
COMPUTER SERVICES			36,414		0
FACILITY RENTAL			5,220		36,414
STAFF DEVELOPMENT		684	29,256		684
UTILITIES			63,134		5,220
LICENSE AND CERTIFICATES			141,127		29,256
OTHER PROFESSIONAL FEES					63,134
EQUIPMENT GREATER THAN \$50	1,006				142,133
TOTAL ADMIN. AND GENERAL EXPENSES	80,381	217,775	1,090,678	10,296	1,399,130
SURPLUS/(DEFICIT)	228,367	25,028	38,930	3,874	296,199

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 5 OF 6  
 BID ITEMS AND EXPENDITURES OVER \$5,000  
 FEBRUARY 2008

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
FEB 5	AMERICAN ELECTRIC POWER	148945	\$12,746.56	UTILITIES
FEB 5	OSU EXTENSION-BROWN COUNTY	149005	\$6,299.17	SALARY
FEB 8	AL-WIN	149058	\$20,580.00	PROFESSIONAL FEES
FEB 14	RESERVE ACCOUNT	149164	\$10,000.00	POSTAGE
FEB 21	AMERICAN ELECTRIC POWER	149230	\$10,749.46	UTILITIES
FEB 21	DATASERV INC	149243	\$35,738.86	MAINTENANCE
FEB 21	MEDICAL EDUCATION TECHNOLOGIES INC	149274	\$18,502.00	MAINTENANCE
FEB 25	MIAMI TRACE LOCAL SCHOOL DISTRICT	149337	\$7,022.23	PROFESSIONAL FEES
FEB 25	MID-AMERICAN CLEANING CONTRACTORS INC	149338	\$19,006.60	PROFESSIONAL FEES
FEB 28	AMERICAN ELECTRIC POWER	149436	\$12,867.96	UTILITIES
FEB 28	OSU EXTENSION-BROWN COUNTY	149497	\$6,299.17	SALARY
FEB 28	PIKE NATURAL GAS	149501	\$7,352.88	UTILITIES
				=====
TOTAL				\$167,164.89
				=====

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 6 OF 6  
 DONATIONS FEBRUARY 2008

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
FEB 5	GREAT OAKS	\$500.00	SCHOLARSHIP
FEB 5	BUCKEYE HILLS	\$200.00	SCHOLARSHIP
FEB 26	MERRILL LYNCH	\$392.00	SCHOLARSHIP
FEB 26	GREAT OAKS	\$500.00	SCHOLARSHIP
FEB 27	AMERICAN LEGION	\$500.00	SCHOLARSHIP
FEB 28	JENNIFER MINZLER	\$200.00	ABLE DONATION
TOTAL		\$2,292.00	

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 BALANCE SHEET  
 AS OF FEBRUARY 29, 2008 (unaudited)

ASSETS

Cash in Bank		232,630
Investments		
Cost Basis	2,170,131	
Unrealized Gain	73,034	
	-----	
Market Value of Investments		2,243,165
Pledges Receivable		30,368
Other Assets		1,855
		-----
Total Assets		2,508,018
		=====

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities		-
		-----
Total Liabilities		-
		-----

NET ASSETS

Unrestricted		31,418
Temporarily Restricted		67,445
Permanently Restricted		2,409,155
		-----
Total Net Assets		2,508,018
		-----
Total Liabilities and Net Assets		2,508,018
		=====

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 FINANCIAL REPORT  
 PERIOD ENDING FEBRUARY 29, 2008 (unaudited)

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SSCC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
<b>PERMANENTLY RESTRICTED:</b>					
Col.Pommert Scholarship Fund	1,050	(475)	(333)	19,930	20,172
Fifth Third Bank Fund	-	(703)	(500)	30,514	29,311
Hodson Fund	-	(1,129)	(666)	49,670	47,875
Igo Fund	96	(253)	(333)	11,250	10,760
Jacobson Fund	500	(235)	(500)	10,318	10,083
Ladrach Fund	170	(205)	(500)	9,473	8,938
General Contribution Fund	-	(4,510)	-	195,088	190,578
Beck Fund	-	(153)	-	6,610	6,457
Hottle Nursing Scholarship Fund	-	(225)	(500)	10,277	9,552
Barthel Art Scholarship Fund	-	(287)	-	12,386	12,099
Daniels Fund	-	(296)	(167)	13,081	12,618
Stephen Bennet Scholarship Fund	-	(307)	(334)	13,710	13,069
Gene Worthington BCRW Fund	-	(611)	(667)	27,242	25,964
Douglas & Susan Seipelt Fund	-	(903)	(334)	39,459	38,222
Highland County Fund	50,000	(4,727)	(2,988)	158,208	200,483
Bagshaw Enterprises KFC Fund	-	(132)	(400)	6,205	5,673
Paul Neff Memorial Fund	-	(647)	(333)	24,109	23,229
Fender Scholarship Fund	5,000	(635)	(1,500)	25,976	28,841
Elmer & Helen Reed Fund	-	(31,456)	-	1,360,758	1,329,302
Joyce Fender Family Scholarship Fund	375	(350)	(334)	15,066	14,757
Pence Patron Arts	250	(3,527)	-	152,180	148,903
YouCan Fund	14,014	(2,563)	(9,800)	100,876	102,527
Elks Club Scholarship Fund	-	(522)	-	23,447	22,259
Dylan Philip Wilson Memorial Fund	2,150	(393)	-	14,366	16,123
Storer Endowment	750	(172)	-	6,559	7,137
Brett Wightman Memorial Scholarship FL	125	(14)	(666)	1,422	867
Lawrence & Gale Dukes Fund	3,300	(1,752)	(989)	72,807	73,356
<b>SUBTOTAL</b>	<b>77,780</b>	<b>(57,082)</b>	<b>(22,530)</b>	<b>2,410,987</b>	<b>2,409,155</b>
<b>TEMPORARILY RESTRICTED:</b>					
Appalachian Gateway Fund	-	(79)	-	3,426	3,347
Fayette Co. Schol. Fund	-	(221)	(5,118)	15,594	10,255
Performing Arts Fund	-	(3)	-	139	136
Weastec Fund	5,000	(286)	(2,494)	10,900	13,120
Hillisboro Ford Warner Fund	-	(228)	(2,161)	12,574	10,185
Cassner Foundation Fund	-	(308)	(8,000)	24,186	15,878
Patriot Center Capital Improvement	(250)	(149)	-	6,903	6,504
Dare WCH Schol	-	(21)	(750)	2,074	1,303
Leadership Highland Schol. Fund	(4,665)	(411)	-	5,076	-
Betty Chandler Hospice of Hope	-	(159)	-	6,876	6,717
<b>SUBTOTAL</b>	<b>85</b>	<b>(1,865)</b>	<b>(18,523)</b>	<b>87,748</b>	<b>67,445</b>
<b>UNRESTRICTED</b>					
General Contribution Fund	36,287	(710)	(15,329)	11,170	31,418
<b>SUBTOTAL</b>	<b>36,287</b>	<b>(710)</b>	<b>(15,329)</b>	<b>11,170</b>	<b>31,418</b>
<b>GRAND TOTAL</b>	<b>114,152</b>	<b>(59,657)</b>	<b>(56,382)</b>	<b>2,509,905</b>	<b>2,508,018</b>

**March 2008 Financial Reports**



April 2, 2008

MEMORANDUM TO: Sherry Stout, President  
The Board of Trustees

FROM: James Buck, Vice President Business and Finance

SUBJECT: March 31, 2008 Financial Reports

Please review the accompanying Financial Reports. If you have any questions or concerns, please call me at (937) 393-1971.

Thank you.

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 1 OF 6  
COMPARATIVE BUDGET REPORT  
NINE MONTHS ENDED MARCH 31, 2008 (unaudited)

	FISCAL 08		FISCAL 07			
	ANNUAL BUDGET	03/31/08 Y-T-D	% OF BUDGET	03/31/07 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
<b>REVENUE</b>						
STATE SUBSIDY	5,205,819	3,888,726	74.7%	3,599,565	289,161	8.0%
STUDENT FEES	7,044,670	6,986,872	99.2%	6,830,053	156,819	2.3%
GRANTS & CONTRACTS	865,104	648,842	75.0%	606,317	42,525	7.0%
OTHER INCOME	315,000	254,985	80.9%	190,089	64,896	34.1%
<b>TOTAL REVENUE</b>	<b>13,430,593</b>	<b>11,779,425</b>	<b>87.7%</b>	<b>11,226,024</b>	<b>553,401</b>	<b>4.9%</b>
<b>EXPENDITURES</b>						
INSTRUCTIONAL RESEARCH	6,643,109	4,456,766	67.1%	4,487,509	(30,743)	-0.7%
COMMUNITY SERVICE	2,600	196	7.5%	220	(24)	-10.9%
ACADEMIC SUPPORT	45,781	27,336	59.7%	31,329	(3,993)	-12.7%
STUDENT SERVICES	1,771,900	1,276,370	72.0%	1,261,480	14,890	1.2%
INSTITUTIONAL SUPPORT	1,664,266	1,185,530	71.2%	1,105,335	80,195	7.3%
PLANT OPERATIONS	1,530,721	1,233,132	80.6%	1,168,026	65,106	5.6%
SCHOLARSHIPS	1,557,216	1,080,198	69.4%	1,109,891	(29,693)	-2.7%
	315,000	288,622	91.6%	294,585	(5,963)	-2.0%
<b>TOTAL EXPENDITURES</b>	<b>13,530,593</b>	<b>9,548,150</b>	<b>70.6%</b>	<b>9,458,375</b>	<b>89,775</b>	<b>0.9%</b>
<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>(100,000)</b>	<b>2,231,275</b>		<b>1,767,649</b>	<b>463,626</b>	<b>26.2%</b>
AUXILIARY TRANSFER	100,000	-		-	-	
<b>SURPLUS/(DEFICIT)</b>	<b>-</b>	<b>2,231,275</b>		<b>1,767,649</b>	<b>463,626</b>	<b>26.2%</b>

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 2 OF 6  
CONSOLIDATED FUND BALANCE SHEETS  
AS OF MARCH 31, 2008 (unaudited)

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	1,436,823	1,212,296	2,478,238	11,709		(194,094)	66,993	5,011,965
ACCTS. RECEIVABLE-STUDENTS(NET)	2,574,449							2,574,449
ACCTS. RECEIVABLE - OTHER	644,139	53,564	78,263					775,966
NOTES RECEIVABLE				5,987				5,987
INVENTORIES	6,500	229,389						235,889
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	27,310	9,233				673,623		36,543
EQUIPMENT						16,473,580		673,623
BUILDINGS AND IMPROVEMENTS								16,473,580
OTHER ASSETS					12,318			12,318
<b>TOTAL ASSETS</b>	<b>4,689,221</b>	<b>1,504,482</b>	<b>2,556,501</b>	<b>17,696</b>	<b>12,318</b>	<b>16,953,109</b>	<b>66,993</b>	<b>25,800,320</b>
<b>LIABILITIES AND FUND BALANCES</b>								
ACCOUNTS PAYABLE	87,268							87,268
SALES TAX PAYABLE		19,345						19,345
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHHOLDINGS	(21,826)							(21,826)
ACCRUED PAYROLL	305,300							305,300
ACCRUED EXPENSES								0
DEFERRED REVENUE			455,094					455,094
OTHER LIABILITIES	2,468					2,558,752		2,561,220
DEFERRED COMPENSATION	507,819							507,819
NET INVESTMENT IN PLANT						14,394,357		14,394,357
FUND BALANCE/HELD IN CUSTODY	3,808,192	1,485,137	2,101,407	17,696	12,318		66,993	7,491,743
<b>TOTAL LIAB. AND FUND BALANCES</b>	<b>4,689,221</b>	<b>1,504,482</b>	<b>2,556,501</b>	<b>17,696</b>	<b>12,318</b>	<b>16,953,109</b>	<b>66,993</b>	<b>25,800,320</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 3 OF 6  
 STATEMENT OF CURRENT FUNDS, REVENUES, EXPENDITURES, AND OTHER CHANGES  
 FOR THE PERIOD ENDED MARCH 31, 2008 (unaudited)

	UNRESTRICTED		RESTRICTED			
	EDUCATIONAL AND GENERAL	AUXILIARY ENTERPRISES	UNRESTRICTED TOTAL	EDUCATIONAL AND GENERAL	TOTAL RESTRICTED	TOTAL CURRENT FUNDS
REVENUES						
TUITION, FEES, STUDENT CHARGES	6,986,872		6,986,872		0	6,986,872
STATE APPROPRIATION	3,888,726		3,888,726		0	3,888,726
FEDERAL GRANTS AND CONTRACTS				5,822,132	5,822,132	5,822,132
STATE GRANTS AND CONTRACTS	648,842		648,842	1,822,847	1,822,847	2,471,689
LOCAL GRANTS AND CONTRACTS				363,061	363,061	363,061
PRIVATE GIFTS, GRANTS & CONTRACTS				705,067	705,067	705,067
SALES AND SERVICES		3,072,082	3,072,082		0	3,072,082
OTHER SOURCES	254,985		254,985		0	254,985
	11,779,425	3,072,082	14,851,507	8,713,107	8,713,107	23,564,614
TOTAL EDUCA./GEN. REVENUE						
EXPENDITURES AND MANDATORY TRANSFERS						
EDUCATIONAL AND GENERAL	4,376,639		4,376,639	208,645	208,645	4,585,284
INSTRUCTIONAL	196		196		0	196
SEPARATELY BUDGETED RESEARCH				1,927,609	1,927,609	1,954,945
PUBLIC SERVICE	27,336		27,336	56,027	56,027	1,332,397
ACADEMIC SUPPORT	1,276,370		1,276,370	154,042	154,042	938,934
STUDENT SERVICES	784,892		784,892		0	1,233,132
INSTITUTIONAL SUPPORT	1,233,132		1,233,132		0	1,080,198
OPERATION/MAINTENANCE OF PLANT	1,080,198		1,080,198		0	6,951,631
SCHOLARSHIPS AND FELLOWSHIPS	288,622		288,622	6,663,009	6,663,009	18,076,717
	9,067,385	0	9,067,385	9,009,332	9,009,332	18,076,717
TOTAL EDUCA./GEN. EXPENDITURES						
AUXILIARY ENTERPRISES		2,672,034	2,672,034	(480,765)	0	2,672,034
TRANSFERS	480,765		480,765	(480,765)	(480,765)	0
	9,548,150	2,672,034	12,220,184	8,528,567	8,528,567	20,748,751
TOTAL EXPENDITURES/TRANSFERS						
NET INCREASE IN FUND BALANCES	2,231,275	400,048	2,631,323	184,540	184,540	2,815,863

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 4 OF 6  
AUXILIARY OPERATIONS  
FOR NINE MONTHS ENDED MARCH 31, 2008 (unaudited)

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	1,505,530	277,093	1,276,092	19,970	3,078,685
DISCOUNTS	368		(6,971)		(6,603)
COST OF SALES	1,110,958				1,110,958
GROSS MARGIN	394,940	277,093	1,269,121	19,970	1,961,124
ADMINISTRATIVE & GENERAL EXPENSES					
FACULTY FULL-TIME			214,766		214,766
FACULTY PART-TIME			170,944	6,380	177,324
ADMINISTRATIVE SALARIES	22,051	31,340	63,000	3,219	119,610
PART-TIME ADMINISTRATIVE SALARIES			9,476		9,476
SUPPORT STAFF SALARIES	18,354				18,354
PART-TIME SUPPORT STAFF SALARIES	6,032	136,363			142,395
FRINGE BENEFITS ALLOCATED	18,516	40,407	146,545	958	206,426
OFFICE SUPPLIES	136	2,270	5,715	9	8,130
PROGRAM SUPPLIES		21,705	7,944	3,408	33,057
FUEL			107,693		107,693
PRINTING SUP./PHOTOCOPYING	5	1,422	5,150	307	6,884
TRAVEL-CONFERENCE REIMBURSEMENT			5,000		5,000
TRAVEL-MILEAGE REIMBURSEMENT	418	1,035	2,561		4,014
STUDENT TEST AND TRAVEL			73,611		73,611
SPECIAL EVENTS			74		74
ADVERTISING			72,339		72,339
TELEPHONE	4,952	5,742	22,532	79	33,226
DUES & SUBSCRIPTIONS				79	79
POSTAGE	18,677	186	2,078	535	21,476
COMPUTER SERVICES					0
FACILITY RENTAL			39,983		39,983
STAFF DEVELOPMENT		684			684
UTILITIES			6,262		6,262
LICENSE AND CERTIFICATES			35,009		35,009
OTHER PROFESSIONAL FEES			68,387		68,387
EQUIPMENT GREATER THAN \$50	1,006		155,811		156,817
TOTAL ADMIN. AND GENERAL EXPENSES	90,147	241,154	1,214,880	14,895	1,561,076
SURPLUS/(DEFICIT)	304,793	35,939	54,241	5,075	400,048

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 5 OF 6  
 BID ITEMS AND EXPENDITURES OVER \$5,000  
 MARCH 2008

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
MAR 7	CLARA I BROWN INTERIORS INC	149705	\$27,537.54	EQUIPMENT
MAR 13	AMERICAN ELECTRIC POWER	149717	\$10,302.88	UTILITIES
MAR 13	BUSH COMMERCIAL INTERIORS INC	149733	\$5,324.83	EQUIPMENT REPAIR
MAR 13	HESKETT INSURANCE AGENCY	149759	\$11,285.00	INSURANCE
MAR 13	IBM	149762	\$11,304.00	MAINTENANCE
MAR 13	MID-AMERICAN CLEANING CONTRACTORS INC	149767	\$19,006.60	PROFESSIONAL FEES
MAR 13	RESERVE ACCOUNT	149784	\$10,000.00	POSTAGE
MAR 18	GLOCKNER OIL COMPANY	149838	\$8,280.23	GAS
MAR 20	MCGRAW HILL INC	149923	\$18,911.80	INVENTORY
MAR 20	MCGRAW HILL INC	149924	\$13,240.14	INVENTORY
MAR 25	MODERN OFFICE METHODS	149970	\$5,492.73	RENTAL
MAR 26	PEARSON EDUCATION	150061	\$33,447.95	INVENTORY
				-----
TOTAL				\$174,133.70
				=====

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 6 OF 6  
 DONATIONS MARCH 2008

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
MAR 24	MIAMI TRACE	\$250.00	SCHOLARSHIP
MAR 25	AMERICORP	\$961.71	SCHOLARSHIP
MAR 26	TREASURER OF STATE	\$12,000.00	SCHOLARSHIP
MAR 27	NW BERNARD	\$50.00	ABLE
		-----	
	TOTAL	\$13,261.71	
		=====	

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 BALANCE SHEET  
 AS OF MARCH 31, 2008 (unaudited)

ASSETS

Cash in Bank	251,504
Investments	
Cost Basis	2,170,131
Unrealized Gain	64,069
	-----
Market Value of Investments	2,234,200
Pledges Receivable	30,368
Other Assets	1,855
	-----
Total Assets	2,517,927
	=====

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities

-

Total Liabilities

-

NET ASSETS

Unrestricted

31,587

Temporarily Restricted

85,161

Permanently Restricted

2,401,179

Total Net Assets

2,517,927

Total Liabilities and Net Assets

2,517,927

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 FINANCIAL REPORT  
 PERIOD ENDING MARCH 31, 2008 (unaudited)

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SSCC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
<b>PERMANENTLY RESTRICTED:</b>					
Col.Pommet Scholarship Fund	1,050	(542)	(333)	19,930	20,105
Fifth Third Bank Fund	-	(600)	(500)	30,514	29,214
Hodson Fund	-	(1,287)	(666)	49,670	47,717
Igo Fund	108	(288)	(333)	11,250	10,737
Jacobson Fund	500	(269)	(500)	10,318	10,049
Ladrach Fund	170	(234)	(500)	9,473	8,909
General Contribution Fund	-	(5,142)	-	195,088	189,946
Beck Fund	-	(174)	-	6,610	6,436
Holite Nursing Scholarship Fund	-	(257)	(500)	10,277	9,520
Barthel Art Scholarship Fund	-	(327)	-	12,366	12,059
Daniels Fund	-	(336)	(167)	13,081	12,576
Stephen Bennet Scholarship Fund	-	(350)	(334)	13,710	13,026
Gene Worthington BCRW Fund	-	(687)	(687)	27,242	25,878
Douglas & Susan Seipelt Fund	-	(1,029)	(334)	39,459	38,096
Highland County Fund	50,000	(5,392)	(2,998)	158,208	199,818
Bagshaw Enterprises KFC Fund	-	(151)	(400)	6,205	5,654
Paul Neff Memorial Fund	-	(625)	(333)	24,109	23,151
Fender Scholarship Fund	5,000	(731)	(1,500)	25,976	28,745
Elmer & Helen Reed Fund	-	(35,864)	-	1,360,758	1,324,894
Joyce Fender Family Scholarship Fund	375	(388)	(334)	15,066	14,709
Pence Patron Arts	250	(4,022)	-	152,180	148,408
YouCan Fund	14,014	(2,903)	(9,800)	100,876	102,187
Elks Club Scholarship Fund	-	(566)	(666)	23,447	22,185
Dylan Philip Wilson Memorial Fund	2,150	(446)	-	14,366	16,070
Storer Endowment	750	(196)	(666)	6,559	7,113
Brett Wightman Memorial Scholarship Fu	125	(17)	(666)	1,422	864
Lawrence & Gale Dukes Fund	3,300	(1,995)	(999)	72,807	73,113
<b>SUBTOTAL</b>	<b>77,792</b>	<b>(65,070)</b>	<b>(22,530)</b>	<b>2,410,987</b>	<b>2,401,179</b>
<b>TEMPORARILY RESTRICTED:</b>					
Appalachian Gateway Fund	-	(90)	-	3,426	3,336
Fayette Co. Schol. Fund	-	(255)	(5,118)	15,594	10,221
Performing Arts Fund	-	(4)	-	139	135
Weastec Fund	5,000	(329)	(2,494)	10,900	13,077
Hillsboro Ford Warner Fund	-	(262)	(2,161)	12,574	10,151
Cassner Foundation Fund	18,000	(420)	(8,000)	24,186	33,766
Patriot Center Capital Improvement	(250)	(171)	-	6,903	6,482
Dare WCH Schol	-	(26)	(750)	2,074	1,298
Leadership Highland Schol. Fund	(4,665)	(411)	-	5,076	-
Betty Chandler Hospice of Hope	-	(181)	-	6,876	6,695
<b>SUBTOTAL</b>	<b>18,085</b>	<b>(2,149)</b>	<b>(18,523)</b>	<b>87,748</b>	<b>85,161</b>
<b>UNRESTRICTED</b>					
General Contribution Fund	36,560	(814)	(15,329)	11,170	31,587
<b>SUBTOTAL</b>	<b>36,560</b>	<b>(814)</b>	<b>(15,329)</b>	<b>11,170</b>	<b>31,587</b>
<b>GRAND TOTAL</b>	<b>132,437</b>	<b>(66,033)</b>	<b>(56,382)</b>	<b>2,509,905</b>	<b>2,517,927</b>

**Agenda Item IX  
Consideration of Corporate Resolution  
for Signing Authority**

**Board of Trustees  
April 9, 2008, Meeting**

**CORPORATE AUTHORIZATION RESOLUTION**

MERCHANTS NATIONAL BANK  
100 NORTH HIGH ST  
HILLSBORO, OH 45133

By: SOUTHERN STATE COMMUNITY COLLEGE (AN OHIO NON-PROFIT CORPORATION)  
100 HOBART DRIVE  
HILLSBORO, OH 45133

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Stevetta Grooms, certify that I am Secretary (clerk) of the above named corporation organized under the laws of OHIO, Federal Employer I.D. Number 31-0858297, engaged in business under the trade name of SOUTHERN STATE COMMUNITY COLLEGE (AN OHIO NON-PROFIT CORPORATION), and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on April 9, 2008 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

**AGENTS** Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>SHERRY A. STOUT, PRESIDENT</u>	X _____	X _____
B. <u>JAMES E. BUCK, V.P. BUSINESS &amp; FINANCE</u>	X _____	X _____
C. <u>Kathy Pierson, Assistant Treasurer</u>	X _____	X _____
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

**POWERS GRANTED** (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
<u>X</u>	(1) Exercise all of the powers listed in this resolution.	<u>2</u>
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

**LIMITATIONS ON POWERS** The following are the Corporation's express limitations on the powers granted under this resolution.

**EFFECT ON PREVIOUS RESOLUTIONS** This resolution supersedes resolution dated \_\_\_\_\_. If not completed, all resolutions remain in effect.

**CERTIFICATION OF AUTHORITY**

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on 04-10-2008 (date).

Attest by One Other Officer \_\_\_\_\_

Secretary \_\_\_\_\_

## RESOLUTIONS

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

**Pennsylvania.** The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

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### FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on \_\_\_\_\_ (date) by \_\_\_\_\_ (initials)  This resolution is superseded by resolution dated \_\_\_\_\_ .

Comments: