

**Agenda Item III  
Minutes - January 11, 2006**

**Board of Trustees  
March 8, 2006, Meeting**

**SOUTHERN STATE COMMUNITY COLLEGE  
MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
January 11, 2006**

The regular monthly meeting of the Southern State Community College Board of Trustees was held in the Board Room on the Central Campus of Southern State Community College on Wednesday, January 11, 2006.

**Call to Order and Roll Call**

At 6:30 p.m., Chair Susan Dunkin-Blanton called the meeting to order. Roll Call was as follows:

**Present:**

Ms. Kay Ayres  
Dr. Susan Dunkin-Blanton, Outgoing Chair  
Ms. Patricia Griffiths  
Mr. Douglas Lynn, Incoming Chair  
Mr. James Ward

**Absent:**

Mr. Paul Hall, Vice Chair  
Mr. Willis Herdman  
Mr. Ernest McFarland  
Mr. Ralph Shell

**Approval of Agenda**

Mr. Ward moved and Ms. Ayres seconded that the Agenda be approved. All were in favor.

06.00

**Election of Officers/Passing of the Gavel/Establishment of Committees**

Mr. Ward moved and Ms. Ayres seconded that Mr. Lynn serve as 2006 Chair and Mr. Hall serve as 2006 Vice Chair. Roll Call Vote was as follows:

**YES, OFFICERS AS ELECTED:**

Ms. Ayres  
Dr. Dunkin-Blanton  
Ms. Griffiths  
Mr. Lynn  
Mr. Ward

Dr. Dunkin-Blanton passed the gavel to Mr. Lynn. On behalf of the Board of Trustees, Chairman Lynn presented a plaque to Dr. Dunkin-Blanton in appreciation for her term as 2005 Chair.

06.01

Chairman Lynn appointed Ms. Ayres, Mr. Ward and himself to serve on the Audit Committee, which the Board decided, will be separate from the Finance Committee.

## Approval of Minutes

Ms. Griffiths moved and Ms. Ayres seconded that the November 9, 2005, Minutes be adopted. Roll Call Vote was as follows:

### YES, MINUTES:

Ms. Ayres  
Dr. Dunkin-Blanton  
Ms. Griffiths  
Mr. Lynn  
Mr. Ward

06.02

## Monitoring Confirmation

*President's Report.* In addition to his written report (attached December 2005 and January 2006 President's Reports), the President stated he received a call from the Chair of the Higher Learning Commission Evaluation Team who will be here in May for an on-site visit.

The President had shared with the Board some demographic data regarding college attendance, high school completion, employment/unemployment within the College's five-county service area, and a good deal of discussion was held about these issues. Some students who were at the Meeting were called upon to share their reasons for choosing Southern State Community College.

*Treasurer's Report.* See the attached November and December 2005 Treasurer's Reports including the FY06 Revised General Fund Budget.

Mr. Ward moved and Dr. Susan Dunkin-Blanton seconded that the President's Report and the Treasurer's Report be accepted. Roll Call Vote was as follows:

### YES, President's and Treasurer's Reports:

Ms. Ayres  
Dr. Dunkin-Blanton  
Ms. Griffiths  
Mr. Lynn  
Mr. Ward

06.03

## OCAN/GEAR UP Presentation – Brenda Martin

Brenda Martin, Director of the Southern Ohio Center of Excellence, explained the structure and services of the Southern Ohio Center of Excellence Regional Center to College Access.

## Board Planning Retreat/OACC's Legislative Advocacy Effort

The Board selected the dates of February 21 and 22, 2006, for their annual Planning Retreat to be held in Columbus and include a meeting with our legislators.

Dr. Dukes will select a student to invite to the OACC's Legislative Advocacy Meeting.

### Adjournment

At 7:45 p.m., Ms. Griffiths moved and Dr. Dunkin-Blanton seconded that the meeting be adjourned. All were in favor.

06.04

NOTE: Copies and/or originals of all documents referenced throughout the Minutes are on file (BOARD OF TRUSTEES•January 11, 2006•meeting) in the President's Office unless otherwise noted. The meeting was audio taped as well.

Respectfully submitted



Stevetta Grooms

#### Attachments:

- President's Report
  - December 2005
  - January 2006
- Treasurer's Report
  - November 2005
  - December 2005
  - FY06 Revised General Fund Budget



SOUTHERN STATE COMMUNITY COLLEGE

Agenda Item V.A  
President's Report

December 2005  
and  
January 2006

Board of Trustees  
January 11, 2006, Meeting









## *Memorandum*

To: SSCC Board of Trustees  
From: Dr. Lawrence N. Dukes, President  
Date: December 8, 2005  
Subject: Board Update for December 2005

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### Winter Quarter Enrollment

Enrollment for the upcoming winter quarter appears to be on track to be approximately equal to the enrollment of winter quarter in fiscal year 05. I am somewhat concerned, however, that we may have more students on probation than has typically been the case in the past, but I do not yet have final numbers on that issue. We still have approximately one month prior to the beginning of winter quarter classes, so we are as yet a long way from a final enrollment for the winter quarter.

### Foundation Update

The Foundation continues to do very well. To date we have received \$282,072 with outstanding pledges of \$41,150 and an additional anticipated \$70,000 for a grand total of just under \$400,000 for the year. This would of course be the second best year the College has experienced in terms of our fundraising efforts, and much of the credit must go to the additional outreach activities by Doug Seipelt, our executive director of the Foundation. There are several new opportunities in the offing, which could lead to substantial additional sustainable funding for the College Foundation.

### College Audit/Bond Rating

The exit interview for the College audit for fiscal year 2005 was held on November 22. Trustee Shell was able to also sit in on the exit interview, which as expected, was very smooth with no major recommendations for changes with one exception. In the management letter, which you will receive at the next Board Meeting, the auditing firm did suggest the College establish an Audit Committee of the Board to be involved in the next audit. It appears that our Finance Committee as it may be reconstituted in the next calendar year could be expanded in its function to the Finance and Audit Committee to implement this recommendation. This is apparently something that is now being recommended around the state and certainly presents no great problem for SSCC.

Jim Buck and I participated in a conference call with Moody's Investor Services as they reviewed the bonds that were issued for the completion of the Patriot Center. Additionally, Jim had sent a great deal of financial information to their representatives on

the College's current financial status. As a result of both the data and the conference call, Moody's upgraded Southern State's rating from a Baa2 to a Baa1 and indicated the outlook is stable at the higher rating level. The report we received from them indicates the rating change is based on the College's enrollment growth, consistently strong operating performance and the adequate financial resource base supporting a small amount of debt with no future borrowing plans. It goes on to state the College's rating outlook is stable at the higher rating level. While this is not exactly jumping up and down news, it nonetheless reflects favorably on the financial stability of the College.

### Patriot Center Usage

Enclosed with this report is the schedule of athletic events over the next several months in the Patriot Center, which as should be readily evident, is now receiving rather heavy use. It should be of interest to the Board that 14 high schools have now used the facility in some way either for a game, a practice or a tournament. This number will expand as the season progresses.

The Hillsboro City Schools have again requested the opportunity to hold their graduation in the Patriot Center, and the College has agreed. We have also been asked by the Chamber of Commerce for use of the facility at their annual dinner on April 15 and have also agreed to host that event. While these are not moneymakers for the college, there is sufficient income generated to keep the facility clean and ready for subsequent use.

### Miami Trace Visit

I was recently invited to visit the Miami Trace High School and had lunch with both the principal and the vice principal of the school. Afterward, they took me on a tour of the facility including the site that has been established for the Post Secondary courses the College is currently offering on their campus. They are very pleased with the program and indicate they expect greater participation in the coming year as the students also appear to be very pleased with what they are receiving. Two of the students are actually the daughters of one of the English instructors in Fayette County, who was somewhat skeptical about the program. But as she has seen the work that her daughters are doing, she has now become a strong spokesperson for the on-campus classes.

I was also pleased to note that the individual assigned through the OCAN Program to work with their counseling staff in helping students to plan for their future college experience has been well received at Miami Trace. They felt the young woman who is working with them has seen many students and worked with them individually virtually throughout the day. It should be of note that Miami Trace is one of the high schools that will be graduating approximately 30 more seniors in 2006 than they did in 2005. Unfortunately, on the day of the visit, Karen Davis was not able to accompany me as she was ill.

### Review of Demographic Data

We have recently received the results of several studies regarding class enrollments, placement assessment, our usual profile of the student body and high school enrollments

in our district. The good news is that there will be 133 more high school graduates from our district in 2006 than there were in the previous year. The bad news is that in reviewing current enrollees, we seem to have a disproportionate number who tested into developmental English or math and in far too many cases even below the college developmental courses. Those folks were referred to the ABLE program, but we are somewhat concerned that they may be discouraged and not continue. The point of this is that we are gathering about a dozen folks from the College to review this data in total and determine what appropriate actions might be taken. I should note that much of the gain in high school graduates comes from six area high schools and that our OCAN program is now operating in five of those schools, so we hope we will have some additional impact in encouraging students to continue their education beyond the high school level. I will report more fully on the results of this taskforce in the January Report and also at the January Board Meeting.

### Action Agenda – Community Colleges

Attached to this document is an action agenda developed by Terry Thomas after consultation with many of the community college folks across the state. Most of these items have to do with maximizing the use of Ohio's community and technical colleges in ways that in many respects are similar to what is happening in other states. While Terry has often written long position papers, I believe this listing of 12 important initiatives on a single page probably has a much better chance of catching the attention of our area legislators simply because of its brevity. This may be information on which the Board would like further clarification or discussion.

### Counselor's Luncheon

On Tuesday, December 13, the College will once again host the annual Counselor's Luncheon for the schools within our district. All but three of the schools in our district are sending individuals to this event, which not only involves a nice lunch but also a morning program that includes an update on the College in general as well as four or five brief presentations on specific program offerings either new or enhanced. The counselors always receive a Southern State gift and generally the luncheon is not only informative but involves a certain amount of fun, which seems to be enjoyed by all the participants. The schools that are not able to attend generally have conflicting meetings that prevent their being there but as always we will have very good representation from our five counties.

### Construction Technology

Sherry Stout, vice president of Academic Affairs, has been working with a number of faculty members on the possible development of a Construction Technology Program. This would tie in very nicely with programs in many of the area vocational schools but is also a program where most of the first-year courses are already offered at Southern State. There is also some possibility of collaborating with another community college in offering the program. If it appears to be successful, the College would then develop the second year of the program. It would be an outgrowth of our current engineering programs and hence would help enrollment in that very critical area.

## Corporate and Community Services

Attached is the monthly report from the Center for Business and Industry, which continues to show service across our district.

### Around the Campus

*Rosemary Poston* recently advised me that we have received an Ohio Arts Council grant to support the Traditional Skills Workshop, which is done in the summer at the Appalachian Gateway Center on the South Campus. Special thanks to John Kellis, the writer of the grant.

BIG NEWS: *Nicole Roades* gave birth to a baby girl weighing in at 6 lbs. and 8 oz. and was 20 in. long. Both the mother and the new baby, Katy Jo, are doing just fine.

*Rosemary Poston*, director of the South Campus, has been requested by the Ohio Valley Chapter of the American Red Cross to be deployed for two weeks to assist families in the Mississippi and Louisiana areas. Rosemary is a certified disaster service volunteer, and we are going to grant her six days of leave to carry on this very important work. Fortunately, she will be gone only during the time when no classes are in session and will be back well before they begin again in January.

*Jim Buck* has been working extensively with the various funding committees of the state, and I have received numerous compliments on the good work that he is doing. Jim is now one of the deans (long timers) within the state in the business office area and is increasingly being called upon to share his expertise. We believe there is a good chance the funding mechanisms will be altered enough in the coming year that it will be a benefit to Southern State Community College.

*Dr. Don Storer's Dirty Little Secret.* Attached to the report is a paragraph that summarizes the workshop that Don Storer and his colleague at the University of South Florida plan to present at a conference at Purdue in the summer. Don has again developed a unique approach to teaching chemical analysis. Students will be attending the workshop with Dr. Storer.

I look forward to seeing you all at the January meeting, which will be held on January 11, at 6:30 p.m. on the Central Campus.

sg

Attachments

### Patriot Center – Master Game Schedule

Tuesday	Nov 1	6 p.m.	SSCC	Women
Saturday	Nov 5	1 p.m.	SSCC	Women
Sunday	Nov 13	5 p.m.	SSCC	Men
Saturday	Nov 19		Highland County	Girls- scrimmage
Wednesday	Nov 23	6 p.m.	SSCC	Women
Friday	Nov 25	6 p.m.	Highland County	Girls-shoot out
Saturday	Nov 26	Noon	Highland County	Girls-shoot out
Tuesday	Nov 29	6 p.m.	Hillsboro	Girls
Wednesday	Nov 30	7 p.m.	SSCC	Men
Friday	Dec 2	6 p.m.	Hillsboro	Girls
Saturday	Dec 3	3 & 5 p.m.	SSCC	Women & Men
Monday	Dec 5	5 & 7 p.m.	SSCC	Women & Men
Tuesday	Dec 6	6 p.m.	Hillsboro	Boys
Saturday	Dec 10	1, 3 & 6 p.m.	SSCC & Hillsboro	Women, Men & Girls
Wednesday	Dec 14	6 p.m.	SSCC	Women
Saturday	Dec 17	6 p.m.	Hillsboro	Boys
Tuesday	Dec 20	5 p.m.	SSCC	Women
Wednesday	Dec 21	6 p.m.	Hillsboro	Boys
Thursday	Dec 22	6 p.m.	Hillsboro	Girls
Wednesday	Dec 28	6 p.m.	Hillsboro	Boys
Friday	Dec 30	7 p.m.	SSCC	Men
Tuesday	Jan 3	6 p.m.	Hillsboro	Girls
Friday	Jan 6	6 p.m.	Hillsboro	Boys
Monday	Jan 9	5 & 7 p.m.	SSCC	Women & Men
Tuesday	Jan 10	6 p.m.	Hillsboro	Boys
Wednesday	Jan 11	6 p.m.	Hillsboro	Girls
Monday	Jan 16	7 p.m.	SSCC	Men
Tuesday	Jan 17	6 p.m.	Hillsboro	Boys
Wednesday	Jan 18	6 p.m.	SSCC	Women
Friday	Jan 20	6 p.m.	SSCC	Women
Saturday	Jan 21	6 p.m.	Hillsboro	Boys
Monday	Jan 23	7 p.m.	SSCC	Men
Friday	Jan 27	6 p.m.	Hillsboro	Girls
Saturday	Jan 28	5 p.m.	SSCC	Men
Sunday	Jan 29	3 p.m.	SSCC	Women
Monday	Jan 30	7 p.m.	SSCC	Men
Wednesday	Feb 1	5:30 & 7:30 p.m.	SSCC	Women & Men
Friday	Feb 3	6 p.m.	Hillsboro	Boys
Thursday	Feb 9	7 p.m.	SSCC	Men
Friday	Feb 10	6 p.m.	Hillsboro	Girls
Sunday	Feb 12	2 & 4 pm.	SSCC	Women & Men
Tuesday	Feb 14	6 p.m.	Hillsboro	Boys
Friday	Feb 17	6 p.m.	Hillsboro	Boys



## **An Action Agenda to Maximize Ohio's Use of Its Community Colleges**

1. Develop an early awareness and reward program for middle school students and their parents on the importance of postsecondary education in a knowledge economy.
2. Equalize the student share for the cost of undergraduate studies at the freshman and sophomore levels, so that it does not exceed that at other levels of postsecondary education.
3. Restrain tuition at Ohio's two-year and other access campuses where students are the most "sticker price" sensitive.
4. Consolidate developmental education services to the extent possible at Ohio's two-year and other access campuses.
5. Create a vision that every high school graduate earns at least a term of college credit before high school graduation.
6. Provide high achieving community college graduates tuition at an Ohio public university at community college rates to encourage initial enrollment at the most affordable institutions.
7. Offer incentives to universities to provide baccalaureate degree completion programs for place bound adults on two-year campuses.
8. Build community colleges into any discussion of increasing degree production in STEM programs (science, technology, engineering, and mathematics).
9. Develop applied baccalaureate degrees at Ohio public universities that are fully articulated with community college associate degrees to meet the changing requirements of the workplace.
10. Fund noncredit instruction in carefully defined areas that have obvious benefit in improving the Ohio economy, that are affordable to low-wage working Ohioans, and have a strong potential for further education.
11. Enhance workforce system cohesion and delivery of services between community colleges and adult career-technical centers.
12. Assign all counties to a community college service district as appropriate to the needs and wishes of the affected communities.



**Larry Dukes**

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**From:** John Tallieu  
**Sent:** Wednesday, December 07, 2005 3:23 PM  
**To:** Larry Dukes; Stevetta Grooms; Sherry Stout  
**Cc:** Nancy Wisecup; John Joy  
**Subject:** Center for Business and Industry – November 2005

**Center for Business and Industry – November 2005****Adams County Business Training Center**

A visit to the Business Training Center wrapped up the very productive day we spent with Robert Johnson on November 2. Robert received a quick tour of the facility, and was introduced to Russ Brewer, Business Facilitator in the Adams County Economic Development office, and Randy Ravenscraft, Plant Manager of nearby MACA Plastics. Robert was provided some valuable insight and dialogue regarding the challenges facing employers and our workforce development efforts in this part of the state.

The Adams County Chamber of Commerce continues to hold their monthly meetings at the BTC, and we are pleased to continue providing them a meeting place in 2006. The "Starting Your Own Business" workshop was held on November 17<sup>th</sup>, and was offered in partnership with the Adams County Chamber of Commerce, The Ohio State Extension office and the Small Business Development Center, and the MicroEnterprise Development Division of Adams-Brown County Community Action Programs. An Introductory Excel class was held from 9 am to 4 pm on November 22, with 10 enrolled, which was our best response to date. Targeted Industry Grants were approved to offset the costs of three new (to CBI) small businesses attending the Excel training.

A draft of a proposed curriculum in "Entrepreneurship" (Small Business) was developed and presented to Nancy and Sherry, in response to needs in Adams County. A Winter/Spring course offering calendar has been prepared, and the Communications office was quite helpful in preparing a one page flyer for the BTC.

**Kautex-Textron**

Kautex-Textron in Wilmington continues with Blueprint Reading nearing completion. A meeting with them was held November 7 to discuss the Maintenance related training planned for January of 2006, with the direction established to proceed with that training and associated Grant.

**Weastec**

A grant was submitted and training is planned (with the Instructor coming from our Truck Driving Academy) to provide Weastec (Hillsboro) with some targeted Hazard materials training to keep in compliance with ISO 14001 certification.

**YUSA**

We have contracted with YUSA for 54 hours of OSHA safety instruction. The majority of the classes are being delivered at the Fayette Campus.

Dr. Dukes, Doug Seipelt and John Tallieu met with Linda Andriko, the person responsible for administering their scholarship and community involvement funding. She was very receptive to the possibilities discussed for administration of those funds, but made no promises. Plans were made for another meeting in January to discuss additional details.

### **New Sabina**

On November 11<sup>th</sup> we delivered assessments for technicians at the plant in Sabina. Those assessments are being evaluated and curriculum developed to target specific training needs.

### **Workforce Services Unlimited**

Both the five month basic skills at CC works in Wilmington and the three month Basic Computer Skills Program at the North Campus are going well..

### **First State Bank**

We had to cancel our meeting in November due to a death in the family. We plan on rescheduling in early January to discuss development of Strategic Planning.

### **Command Spanish**

We finished the program with Highland County Community Action in November. The class went well, with excellent feedback from everyone in the class.

### **Weyerhaeuser**

We are currently conducting a 40 hour Industrial Electricity program at the plant in WCH. They are also discussing a follow up class to train their higher level maintenance people on the Programmable Logic Controllers for their equipment.

### **CCS Advisory Board**

As a result of the CCS Advisory Board meeting on November 18 and to prepare for the next meeting, responses to the survey questions were drafted. A draft of the structure and function (based on existing SSCC guidelines) of the Advisory Committee was prepared for the group to review. A brief review of EON and Leadership resources was also assembled. To improve communications and insure we are meeting the needs of our customers, the Advisory Board will be meeting quarterly.

### **Integrated Systems Technology Lab**

John Tallieu attended a demonstration by Coastal, a provider of on-line industrial training. The demonstration at Marion Tech was also attended by representatives of Tri-C, Owens, Rhodes, Clark, Marion and Washington. Coastal has a very good product, but we are still waiting to compare their product with Amatrol, Primedia and some others.

Robert Johnson, Assistant Director of Workforce Development for the Regents also attended and discussed setting up a state wide program to be used to transfer non-credit maintenance training to Engineering programs at any of the participating schools. Some of the schools attending have already started doing this, with up to 14 credits being transferable.

We are in the process of setting up a lab demo of the Festo and Amatrol trainers. Dick Bickerstaff, Chairperson of Engineering Technology at Columbus State said he would be happy to arrange it with Ohio Hi-Point. We plan on inviting some of our corporate customers to show them what we plan on providing.

### **Targeted Industries Training Grants**

These funds are almost exhausted, with less than \$2000 left. In previous years we have received approximately \$10,000 in additional funding in mid March. I am discussing the possibility of tapping into some of the funds the Regents has set aside for Industrial Maintenance training for Honda suppliers when the New Sabina Industrial Electricity training occurs.

### **John Tallieu**

Director, Center for Business and Industry

Southern State Community College

200 Hobart Drive, Hillsboro, OH 45133

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## **Chemistry's Dirty Little Secret: Soil Analysis for Inquiry-Based Chemical Education**

This workshop will introduce educators to some of the ways in which the chemical analysis of soil can provide inexpensive and highly effective teaching tools for inquiry-based learning in general chemistry. Soil, as both a geological and cultural product, is uniquely suited to chemical education, because its analysis transcends the narrow confines of many natural and social science curricula. In this workshop, the presenters will show how soil chemistry is used in archaeology. Since much of the record of past societies is organic, very little preserves in the archaeological record. Luckily, a variety of human activities impact soils through the deposition of chemical residues. This is possible because soil particles have negative charges on their surfaces to which cations can adsorb and become fixed for long periods. With simple-to-prepare extractants and basic analytical instrumentation, such as a spectrophotometer, these activity residues can be detected and studied. The presenters in this workshop will describe a number of experiments that can be performed in the classroom, and the participants will have the opportunity to conduct a selected number of them. In particular, participants will analyze 2,000-year-old soil from Central America to learn what the ancient Maya did in their ceremonial plazas. In addition, each participant will receive a copy of *The Chemistry of Soil Analysis*, which explains the basics of soil chemistry and includes laboratory activities for general chemistry courses.









## *Memorandum*

To: SSSC Board of Trustees  
From: Dr. Lawrence N. Dukes, President  
Date: January 5, 2006  
Subject: President's Report for the January 11, 2006, Board Meeting

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### Enrollment Update

As of this date, the College is running slightly behind the enrollment for the comparable winter quarter of last year, but since we have a later start this year, it is difficult to predict a final outcome. We do know that with the possible addition of the Respiratory Therapy program during the spring quarter and the expansion of the Practical Nursing program to Warren County, there is a possibility that spring quarter will show an increase over last year. We may in fact have a slight increase over last year. In analyzing recent data on high school enrollments and the number of seniors who will be graduating this year, it appears to be up by approximately 130 students, which should bode well for Southern State in the coming year.

### Foundation Update

The Foundation as of this writing has raised \$328,374. We continue to anticipate that by the end of the year, we should be very close to \$400,000, the second best year the College has ever experienced.

An Executive Committee of the Foundation has been established with representatives of each of the five counties, and they will be meeting the same week as the Board to review the recommendation for investment management. We are hopeful the funds will then be moved to that firm.

### Center for Business and Industry Report

Attached to this report is the report from John Tallieu relative to the activity in the Center for Business and Industry in December. As always seems to be the case, we see some excellent opportunities to do training throughout our district.

General Motors, which as the Board is aware, has recently laid off significant numbers of people from their Delphi Plant. GM has contacted Corporate and Community Services relative to the Truck Driving Academy and the possible training opportunities there for laid off employees. This could present an exciting opportunity for the College, but what is particularly impressive, is the fact that General Motors checked with the state and also

investigated a number of the truck driving academies and determined that Southern State was by far the best opportunity for referring laid off employees for further training. Congratulations to Nancy Wisecup and the fine folks connected with the Truck Driving Academy.

### The Southern Ohio Center of Excellence

Both the programs being funded under the Ohio College Access Network and the Federal GEAR UP program are now either underway or soon will be with some excellent results. I have asked Brenda Martin, who is the director of those programs, to do a brief presentation at the Board Meeting to allow the Board to experience some first hand reporting on what is actually happening in the high schools through this effort. Early reports from those schools involved are all very positive, and we're very pleased the program seems to be taking off in excellent fashion.

### Ohio Adult Basic and Literacy Education (ABLE) Certification

Also attached to this report is a document from the Department of Education indicating that the ABLE program, part of our Adult Opportunity Center, has met or exceeded the minimum standards of exemplary in all four content areas. While this is certainly not a surprise to Southern State that Karyn Evans' program has again been found to be effective in an exemplary fashion, it nonetheless is always good to receive this notification from the Department of Education. Congratulations to Karyn and her fine staff.

### Patri-Tot Center

As you will note in the Treasurer's Report for December, the Patri-Tot Center, our daycare operation, is now reporting a positive balance for the first six months of their operation. This is indeed encouraging news since the summer months and December are generally somewhat slow and often lead to negative returns. It is important to remember also that we started with approximately a \$9000 deficit as individuals previously employed by the Center continued their employment through August and in addition were paid some vacation time. Without those financial burdens, the Center would now be operating with approximately a \$15,000 profit through the first six months. This is certainly far more than we expected but also provides some opportunity to use some of the excess funds to continue to improve the operation of the Center.

### Demographic Data

Enclosed with this report are some demographic data pulled together by Jim Buck and others at the College that provide an interesting picture of the impact of unemployment and College attendance as well as many other significant factors that affect the College operation. I thought the Board would appreciate seeing this information, and it may be something we'd like to discuss further at the Board Meeting although I believe most of the information is self explanatory. Some of the information has been reviewed previously but in this case is presented in a somewhat different format than what you may have received at an earlier time.

## KnowledgeWORKS P-16 Partnership

The KnowledgeWORKS Foundation has invited the College to form a P-16 Planning Team to attend a conference and, if appropriate, to submit a request for funding, which is scheduled to be \$20,000 to fully implement the program. We were asked to focus on a smaller area than our entire district, and because of activities going in most of our other counties, we did choose Highland County. I have contacted people from business, K-12, early childhood, postsecondary and community leaders for participation in this opportunity and have received very positive feedback from virtually all of them.

The goal is to take at least six members of the Planning Team to Columbus for meetings on Tuesday, January 31 through Wednesday, February 1 at a conference entitled *Thinking P-16 and Beyond*. The intent of the conference is to have teams begin to develop a program that is data driven and that will create partnerships, which could be extended to our other counties and also would tie in with our Center of Excellence work. We are still in the process of putting a Team together that would be truly representative of the various constituencies within our district.

## Higher Learning Commission's Annual Meeting

I am pleased to report that Ric Shrubbs has been asked to be part of a pre-conference workshop prior to the Higher Learning Commission's annual meeting in Chicago. The program he will be presenting is entitled *The Self Study as a Living Document: Toward A Successful Comprehensive Visit and on to the Future*. The session will focus on developing a self-study report designed to guide an institution beyond the comprehensive visit. Ric is one of four individuals who will be presenting at this conference. Ric's role in this workshop will be from the point of view of the consultant/evaluator. It's always nice to see our faculty and staff presenting at regional conferences.

## Channel 3 – Fayette County

We have received the first check from Washington Court House City Council for Southern State to take over Channel 3, the Access Channel on cable television in that community. We are working with a consultant who will assist us not only in purchasing the initial equipment necessary to get the Channel up and running but will also help us in establishing the criteria for a coordinator to actually work with Channel 3. Karen Davis has done a nice job of moving this project forward, and we hope to not only establish this initial phase of limited programming but to continue with the second phase, which requires more equipment and a number of volunteers if we're going to fully implement what we hope to do on the cable television.

## Meeting with U.S. Representative Mike Turner's Staff Member

On Wednesday, January 4, we (Jim Buck, Sherry Stout, Larry Dukes) met with Jennifer Taylor of Representative Turner's staff. We presented two proposals for possible capital projects. Since Rep. Turner represents Highland and Clinton Counties, the proposals were for our campuses there. Specifically, we proposed a 1000 sq. ft. addition to the

Central Campus to house the computerized manikins, provide storage for the necessary gases and a viewing room. In Wilmington, our proposal focused on a similar addition for the Emergency Medical Services program including a simulated ambulance. Ms. Taylor asked for additional copies of the proposal to send to Washington. I believe the meeting went extremely well. The bad news is the funds for the projects would not come until sometime next year.

I look forward to seeing you all next Wednesday.

sg

Attachments/Enclosures

## **Center for Business and Industry – December 2005**

### **Adams County Business Training Center**

An Intermediate Excel class was held from 9 am to 4 pm on December 7th, which completed a series of Word and Excel classes. Targeted Industry Grants were approved to offset the costs of three new (to CBI) small businesses from Adams County. The evaluations of the training were all “very good” and above.

A Winter/Spring course offering calendar continues development, to be distributed with a one page flyer for the BTC that the Communications office was instrumental in preparing. .

### **Kautex-Textron**

The Blueprint Reading for Industry training at Kautex-Textron in Wilmington was completed December 7. The instructor received a very high rating average on the evaluations—4.94 on a scale of 5. Pre and Post course assessments yielded a 14.6% increase in performance as a result of the training. A large Training grant was submitted to OBR for Industrial Maintenance for Operators, and was approved in the amount of \$9,750. Kautex is investing \$17,975 in this portion of the training, for a total training project amount of \$27,725. This next phase will begin the 2<sup>nd</sup> week of January and run for 18 weeks.

### **Liberty Bank**

During a meeting conducted Dec. 16, Liberty Bank expressed interest in Excel and other computer software training, both at their Wilmington and Dayton locations. This could be a sizeable training opportunity, with current estimates at between 100 and 160 employees needing training. The bulk of the training is planned for March/April, when we expect to receive an additional allocation of TITG funds.

### **Weastec**

Overview of Regulations and Haz Mat Requirements training was conducted on December 6 & 7 here at the Training Resource Center. Training was conducted by Richard Payne, an Instructor from our Truck Driving Academy and completed successfully. The training resulted in Weastec (Hillsboro) improving their compliance with ISO 14001 certification requirements.

### **LERN Institute**

John Joy attended the LERN Contract Training Institute in Columbus December 6-9 and along with other EON participants, received up-to-date training in operating a Contract Training division. John successfully completed the Certified Contract Planning exam at the conclusion of the Institute.

### **YUSA**

We have completed 18 hours of the 54 hours of OSHA safety instruction. The remainder will be done in January.

**New Sabina**

We are partnering with Edison Community College on this project, and still awaiting word from the plant on scheduling this training.

**Workforce Services Unlimited**

The five month basic skills at CC works is going well. We completed the Basic Computer Skills Program on December 21<sup>st</sup>.

**Weyerhaeuser**

We have completed the 40 hour Industrial Electricity program at the plant in WCH. Edison Community College has agreed to partner with us for the Programmable Logic Controllers class.

**Training Consortium**

We are meeting with Ahresty, Weastec, YUSA and Candle-Lite on January 13<sup>th</sup> to discuss which maintenance training classes are needed immediately.

**Targeted Industries Training Grants**

Due to an error on the OBR website, we overspent our allocation by almost \$500. We also had promised another \$1500 to the Truck Driving Academy for a project they are doing with Kenworth in Chillicothe. Since this was a system error, the OBR is allowing us to keep the extra funds. Thanks for this windfall are due to Gayle Mackay, who not only found the error, but identified specifically what was causing the problem.

Although our TITG funds are completely exhausted, Edison Community College is allowing us to tap into some of theirs. They have transferred \$4,000 to us for our Weyerhaeuser project. The OBR system error and the transfer from Edison has resulted in an additional \$6,500 in funds for TITG.

In addition, Edison has agreed to allow us to use their Honda supplier funds for the proposed training at New Sabina Industries.

**John Tallieu**

Director, Center for Business and Industry  
 Southern State Community College  
 200 Hobart Drive, Hillsboro, OH 45133  
 Toll Free (800) 628-7722 Ext 4550  
 Outside Ohio (937) 393-3431 Ext 4550  
 Fax (937) 393-5165  
 E-Mail John@sscc.edu



Office of Career-Technical and Adult Education  
Kathy Shibley  
Interim Director

Superintendent of Public Instruction

ABLE Program Director: Karyn Evans

ABLE Program: Southern State Community College

**Status of FY 2005 Ohio Adult Basic and Literacy Education (ABLE)  
Local Program Data Certification Checklist**

Thank you for submitting your ABLE Program's FY 2005 Ohio ABLE Local Program Data Certification Checklist. Your consultant has reviewed it and rated it as indicated below.

X  Satisfactory      Your program, as indicated by the checklist, met or exceeded the minimum standard of **EXEMPLARY** in all four content areas. Congratulations. **No revisions are required.**

       Unsatisfactory      Your program, as indicated by the checklist, did not meet the minimum standard of **EXEMPLARY** in the following content area(s). **Your Improvement Plan has been approved. No revisions are required.**

- Data Foundation and Structure
- Data Collection and Verification
- Data Analysis and Reporting
- Staff Development

       Incomplete      Your checklist is incomplete for the following reasons. Please review, where noted, and return to our office by mail or fax by \_\_\_\_\_

- Data Foundation and Structure \_\_\_\_\_
- Data Collection and Verification \_\_\_\_\_
- Data Analysis and Reporting \_\_\_\_\_
- Staff Development \_\_\_\_\_
- Improvement Plan \_\_\_\_\_
- Signature/Date \_\_\_\_\_
- Other \_\_\_\_\_

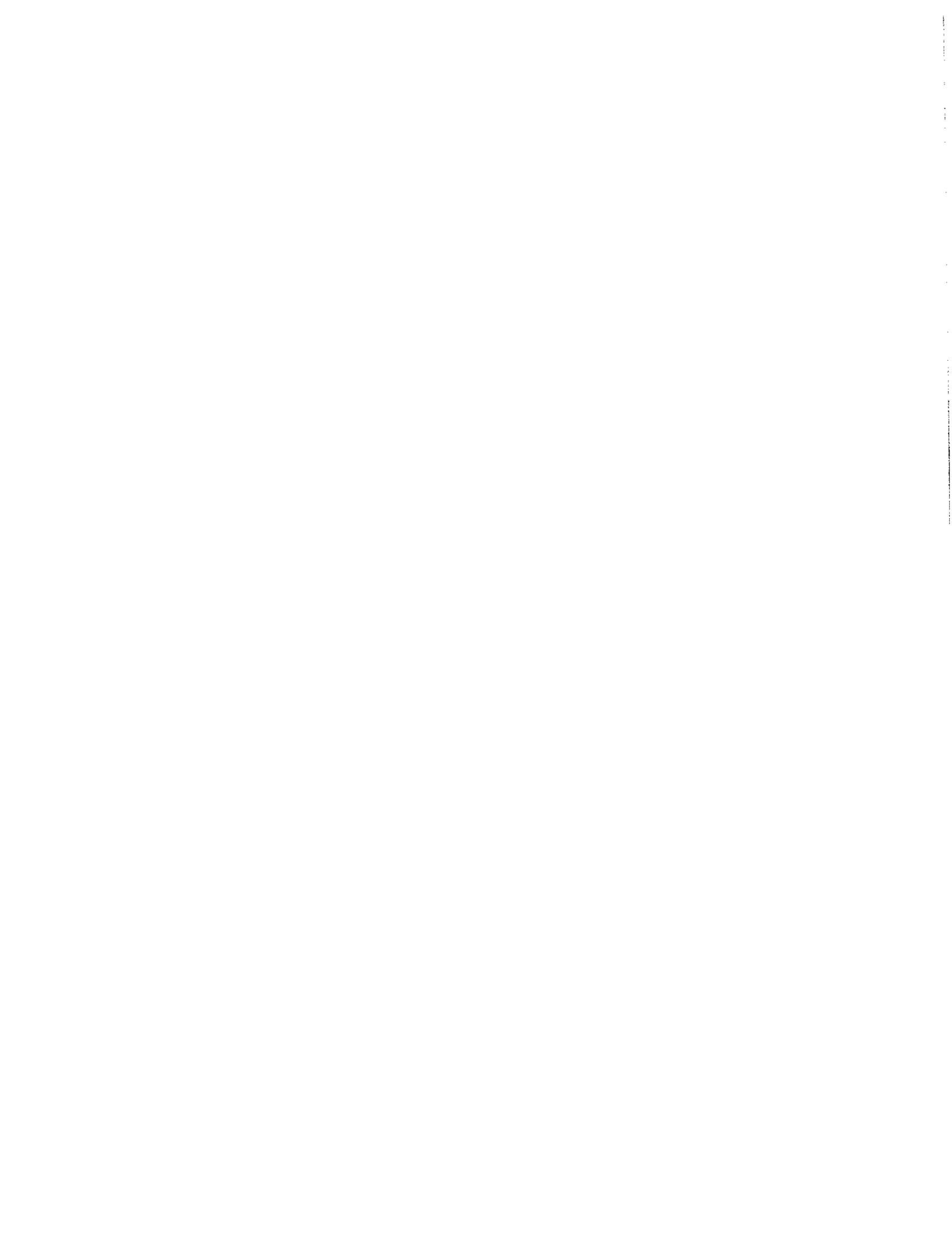
In FY2005, please be aware that your program was expected to meet or exceed the **EXEMPLARY** levels of the standards in all four content areas. In an effort to assist in improving your program, your consultant may ask to review your checklist with you during a formal and/or informal program visit.

Denise L. Pottmeyer  
Denise L. Pottmeyer, State ABLE Director

12-30-05  
Date

c: Superintendent/CEO  
ABLE Coordinator  
Project File





SOUTHERN STATE COMMUNITY COLLEGE

Agenda Item V.B  
Treasurer's Report  
November and December 2005 Financial Reports  
and  
FY06 Revised General Fund Budget

Board of Trustees  
January 11, 2006, Meeting









December 5, 2005

MEMORANDUM TO: Dr. Lawrence Dukes, President  
The Board of Trustees

FROM: James Buck, Treasurer

SUBJECT: November 30, 2005 Financial Reports

Please review the accompanying Financial Reports. I have attached a proposed Revised General Fund Budget for FY 2006. This revision includes a modest 1.3% reduction in total revenue estimates and a .5% reduction in expenditures projections.

If you have any questions, please let me know.

Thank you.



SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 1 OF 6  
 COMPARATIVE BUDGET REPORT  
 FIVE MONTHS ENDED NOVEMBER 30, 2005 (unaudited)

	FISCAL 06		FISCAL 05			
	ANNUAL BUDGET	11/30/05 Y-T-D	% OF BUDGET	11/30/04 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
<b>REVENUE</b>						
STATE SUBSIDY	4,626,411	1,927,670	41.7%	1,848,280	79,390	4.3%
STUDENT FEES	6,502,961	4,143,685	63.7%	3,947,113	196,572	5.0%
GRANTS & CONTRACTS	834,427	404,516	48.5%	416,070	(11,554)	-2.8%
OTHER INCOME	75,000	82,056	109.4%	33,105	48,951	147.9%
<b>TOTAL REVENUE</b>	<b>12,038,799</b>	<b>6,557,927</b>	<b>54.5%</b>	<b>6,244,568</b>	<b>313,359</b>	<b>5.0%</b>
<b>EXPENDITURES</b>						
INSTRUCTIONAL	5,836,720	2,117,628	36.3%	1,920,700	196,928	10.3%
RESEARCH	2,650	28	1.1%	28	0	0.0%
COMMUNITY SERVICE	11,578	6,900	59.6%	1,819	5,081	279.3%
ACADEMIC SUPPORT	1,620,514	733,163	45.2%	722,133	11,030	1.5%
STUDENT SERVICES	1,418,714	658,567	46.4%	622,537	36,030	5.8%
INSTITUTIONAL SUPPORT	1,480,038	598,289	40.4%	543,612	54,677	10.1%
PLANT OPERATIONS	1,378,585	547,078	39.7%	487,756	59,322	12.2%
SCHOLARSHIPS	290,000	189,493	65.3%	199,803	(10,310)	-5.2%
<b>TOTAL EXPENDITURES</b>	<b>12,038,799</b>	<b>4,851,146</b>	<b>40.3%</b>	<b>4,498,388</b>	<b>352,758</b>	<b>7.8%</b>
<b>SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>1,706,781</b>		<b>1,746,180</b>	<b>(39,399)</b>	<b>-2.3%</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 2 OF 6  
 CONSOLIDATED FUND BALANCE SHEETS  
 AS OF NOVEMBER 30, 2005 (unaudited)

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	1,238,241	952,370	693,642	8,661		180,775	59,212	3,132,901
ACCTS. RECEIVABLE-STUDENTS(NET)	2,039,498							2,039,498
ACCTS. RECEIVABLE - OTHER	406,688	81,335	33,427					521,450
NOTES RECEIVABLE				9,035				9,035
INVENTORIES	7,721	178,166						185,887
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	22,282					901,325		22,282
EQUIPMENT						17,378,002		901,325
BUILDINGS AND IMPROVEMENTS					12,318	39,477		17,378,002
OTHER ASSETS								51,795
PREPAID EXPENSES		20,753						20,753
<b>TOTAL ASSETS</b>	<b>3,714,430</b>	<b>1,232,624</b>	<b>727,069</b>	<b>17,696</b>	<b>12,318</b>	<b>18,499,579</b>	<b>59,212</b>	<b>24,262,928</b>
<b>LIABILITIES AND FUND BALANCES</b>								
ACCOUNTS PAYABLE	(23,054)							(23,054)
SALES TAX PAYABLE		4,408						4,408
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHHOLDINGS								0
ACCRUED PAYROLL	119,699							119,699
ACCRUED EXPENSES			2,685					2,685
DEFERRED REVENUE	32,000					2,872,738		2,904,738
OTHER LIABILITIES	339,585							339,585
DEFERRED COMPENSATION						15,626,841		15,626,841
NET INVESTMENT IN PLANT					12,318			12,318
FUND BALANCE/HELD IN CUSTODY	3,246,200	1,228,216	724,384	17,696			59,212	5,288,026
<b>TOTAL LIAB. AND FUND BALANCES</b>	<b>3,714,430</b>	<b>1,232,624</b>	<b>727,069</b>	<b>17,696</b>	<b>12,318</b>	<b>18,499,579</b>	<b>59,212</b>	<b>24,262,928</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 NOVEMBER 30, 2005 (unaudited)

	UNRESTRICTED		RESTRICTED		TOTAL	
	EDUCATIONAL AND GENERAL	AUXILIARY ENTERPRISES	UNRESTRICTED TOTAL	EDUCATIONAL AND GENERAL	TOTAL RESTRICTED	TOTAL CURRENT FUNDS
REVENUES						
TUITION, FEES, STUDENT CHARGES	4,143,685		4,143,685	0	0	4,143,685
STATE APPROPRIATION	1,927,670		1,927,670	0	0	1,927,670
FEDERAL GRANTS AND CONTRACTS			0	2,845,954	2,845,954	2,845,954
STATE GRANTS AND CONTRACTS	404,516		404,516	733,296	733,296	1,137,812
LOCAL GRANTS AND CONTRACTS			0	172,110	172,110	172,110
PRIVATE GIFTS, GRANTS & CONTRACTS			0	145,188	145,188	145,188
SALES AND SERVICES		1,362,297	1,362,297	0	0	1,362,297
OTHER SOURCES	82,056		82,056	0	0	82,056
<b>TOTAL EDUCA./GEN. REVENUE</b>	<b>6,557,927</b>	<b>1,362,297</b>	<b>7,920,224</b>	<b>3,896,548</b>	<b>3,896,548</b>	<b>11,816,772</b>
EXPENDITURES AND MANDATORY TRANSFERS						
EDUCATIONAL AND GENERAL	2,067,548		2,067,548	194,041	194,041	2,261,589
INSTRUCTIONAL	28		28	0	0	28
SEPARATELY BUDGETED RESEARCH	6,900		6,900	708,921	708,921	715,821
PUBLIC SERVICE	733,163		733,163	17,353	17,353	750,516
ACADEMIC SUPPORT	408,167		408,167	83,989	83,989	492,156
STUDENT SERVICES	598,289		598,289	0	0	598,289
INSTITUTIONAL SUPPORT	547,078		547,078	0	0	547,078
OPERATION/MAINTENANCE OF PLANT	189,493		189,493	3,131,942	3,131,942	3,321,435
SCHOLARSHIPS AND FELLOWSHIPS						
<b>TOTAL EDUCA./GEN. EXPENDITURES</b>	<b>4,550,666</b>	<b>0</b>	<b>4,550,666</b>	<b>4,136,246</b>	<b>4,136,246</b>	<b>8,686,912</b>
AUXILIARY ENTERPRISES		1,229,964	1,229,964		0	1,229,964
TRANSFERS	300,480		300,480	(300,480)	(300,480)	0
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>4,851,146</b>	<b>1,229,964</b>	<b>6,081,110</b>	<b>3,835,766</b>	<b>3,835,766</b>	<b>9,916,876</b>
<b>NET INCREASE IN FUND BALANCES</b>	<b>1,706,781</b>	<b>132,333</b>	<b>1,839,114</b>	<b>60,782</b>	<b>60,782</b>	<b>1,899,896</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 4 OF 6  
 AUXILIARY OPERATIONS  
 FOR FIVE MONTHS ENDED NOVEMBER 30, 2005 (unaudited)

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	702,121	125,757	530,202	14,010	1,372,090
DISCOUNTS	212	0	(9,990)	(15)	(9,793)
COST OF SALES	519,462	10,988	282,890	7,185	820,525
GROSS MARGIN	<u>182,871</u>	<u>114,769</u>	<u>237,322</u>	<u>6,810</u>	<u>541,772</u>
ADMINISTRATIVE & GENERAL EXPENSES					
ADMINISTRATIVE SALARIES	11,700	20,519	26,230	1,677	60,126
SUPPORT STAFF SALARIES	8,817				8,817
PART-TIME SUPPORT STAFF SALARIES	378	65,337			65,715
FRINGE BENEFITS ALLOCATED	7,855	24,395	56,430		88,680
OFFICE SUPPLIES	382	599	4,223		5,204
PRINTING SUP./PHOTOCOPYING	57	958	841	226	2,082
TRAVEL-CONFERENCE REIMBURSEMENT			951		951
TRAVEL-MILEAGE REIMBURSEMENT	159	618	2,750		3,527
SPECIAL EVENTS				29	29
ADVERTISING		587	11,375		11,962
TELEPHONE	3,049	2,269	9,253	150	14,571
DUES & SUBSCRIPTIONS			345	652	150
POSTAGE	7,769	227			8,993
COMPUTER SERVICES					0
STAFF DEVELOPMENT		80			80
OTHER PROFESSIONAL FEES			57,196		57,196
EQUIPMENT GREATER THAN \$50			81,356		81,356
TOTAL ADMIN. AND GENERAL EXPENSES	<u>40,166</u>	<u>115,589</u>	<u>250,950</u>	<u>2,734</u>	<u>409,439</u>
SURPLUS/(DEFICIT)	<u>142,705</u>	<u>(820)</u>	<u>(13,628)</u>	<u>4,076</u>	<u>132,333</u>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 5 OF 6  
 BID ITEMS AND EXPENDITURES OVER \$5,000  
 NOVEMBER 2005

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
NOV 2	BANK OF NEW YORK TRUST COMPANY N.A.	124655	\$159,355.00	BOND PAYMENT
NOV 2	CLARA I BROWN INTERIORS INC	124785	\$17,937.50	FURNITURE
NOV 9	AMERICAN ELECTRIC POWER	124812	\$7,936.01	UTILITIES
NOV 9	GLOBAL GOVERNMENT/EDUCATION SOLUTIONS	124835	\$9,123.25	EQUIPMENT
NOV 9	GLOCKNER	124836	\$5,384.47	EQUIPMENT REPAIR
NOV 9	RESERVE ACCOUNT	124855	\$7,000.00	POSTAGE
NOV 16	MID-AMERICAN CLEANING CONTRACTORS INC	125008	\$18,932.48	PROFESSIONAL FEES
NOV 16	NATIONAL BANK & TRUST CO	125010	\$6,000.00	TEST FEE ACCOUNT
NOV 18	WOODEN SPOON	125146	\$10,072.89	FUND RAISER
NOV 23	MODERN LEASING	125172	\$6,283.59	RENTAL
NOV 29	AMERICAN ELECTRIC POWER	125244	\$7,458.96	UTILITIES
NOV 29	PIKE NATURAL GAS	125278	\$5,041.92	UTILITIES
				-----
TOTAL				\$260,526.07
				=====

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 6 OF 6  
 DONATIONS NOVEMBER 2005

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
NOV 2	HIGH CO SOCIETY FOR CHILDREN & ADULTS	\$1,000.00	SCHOLARSHIP
NOV 2	FAYETTEVILLE BOOSTER	\$1,000.00	SCHOLARSHIP
NOV 2	FAYETTEVILLE BOOSTER	\$1,000.00	SCHOLARSHIP
NOV 2	SO HILLS VOCATIONAL SCHOOL	\$100.00	SCHOLARSHIP
NOV 8	MIAMI TRACE	\$250.00	SCHOLARSHIP
NOV 9	MIAMI TRACE	\$1,000.00	SCHOLARSHIP
NOV 9	SOUTHERN OH ED	\$333.00	SCHOLARSHIP
NOV 14	SOUTHERN OH ED	\$333.00	SCHOLARSHIP
NOV 17	CLINTON-MASSIE LOCAL	\$750.00	SCHOLARSHIP
NOV 23	FAYETTEVILLE SCHOOLS	\$500.00	SCHOLARSHIP
NOV 23	NATIONAL BANK & TRUST	\$500.00	SCHOLARSHIP
NOV 29	GREENFIELD SCHOOLS	\$500.00	SCHOLARSHIP
			-----
TOTAL			\$7,266.00

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 BALANCE SHEET  
 AS OF NOVEMBER 30, 2005 (unaudited)

ASSETS

Cash in Bank	1,784,934
Investments	
Cost Basis	653,007
Unrealized Gain	64,021
	717,028
Market Value of Investments	717,028
Pledges Receivable	40,150
Other Assets	
	2,542,112
Total Assets	

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities

Total Liabilities

NET ASSETS

Unrestricted

Temporarily Restricted

Permanently Restricted

Total Net Assets

Total Liabilities and Net Assets

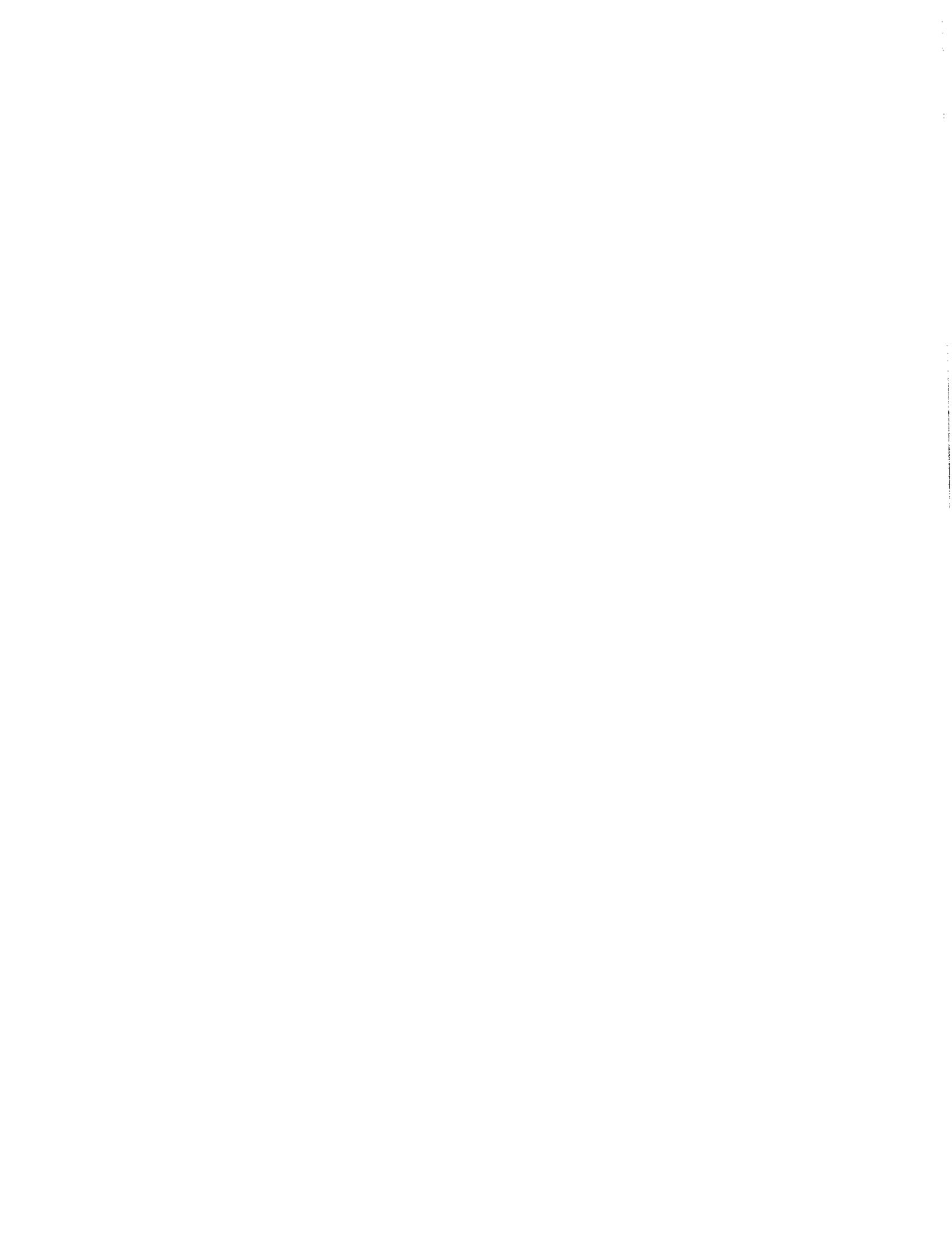
	-
	-
	44,794
	52,176
	2,445,142
	2,542,112
	2,542,112

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 FINANCIAL REPORT  
 PERIOD ENDING NOVEMBER 30, 2005 (unaudited)

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SSCC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
<b>PERMANENTLY RESTRICTED:</b>					
Col.Pommet Scholarship Fund	350	300	(167)	17,103	17,586
Fifth Third Bank Fund		1,697		27,525	29,222
Hodson Fund	3,094	2,431	(167)	40,422	45,780
Igo Fund	85	198	(167)	11,049	11,165
Jacobson Fund	500	187	(500)	10,521	11,208
Ladrach Fund	200	171	(20,000)	9,469	9,340
General Contribution Fund		9,251		206,344	195,595
Beck Fund		101		6,095	6,196
Hottle Nursing Scholarship Fund	500	168	(334)	10,440	10,774
Barthel Art Scholarship Fund		204		11,442	11,646
Daniels Fund	25	233	(167)	13,051	13,142
Stephen Bennet Scholarship Fund		238	(167)	13,643	13,714
Gene Worthington BCRW Fund	50	482	(501)	26,123	26,635
Douglas & Susan Seipelt Fund	5,898	470	(1,586)	28,267	34,134
Highland County Fund		4,400	(1,586)	125,687	128,501
Bagshaw Enterprises KFC Fund		164	(167)	6,514	6,531
Paul Neff Memorial Fund		890	(167)	22,719	23,442
Fender Scholarship Fund	6,300	566	(334)	14,458	20,990
Elmer & Helen Reed Fund	6,579				
Joyce Fender Family Scholarship Fund	8,050			1,565,430	1,572,009
Pence Patron Arts	135,640		4,833		12,883
YouCan Fund	66,877		20,000		135,640
Elks Club Scholarship Fund			22,132		86,877
<b>SUBTOTAL</b>	<b>234,148</b>	<b>22,151</b>	<b>22,541</b>	<b>2,166,302</b>	<b>2,445,142</b>
<b>TEMPORARILY RESTRICTED:</b>					
Appalachian Gateway Fund	150		(150)	3,137	3,137
Fayette Co. Schol. Fund			(3,772)	21,146	17,374
Performing Arts Fund				129	129
Weastec Fund	5,000		(2,668)	6,872	9,004
Hillsboro Ford Warner Fund	6,273		(814)	3,712	9,171
Cassner Foundation Fund			(2,000)	12,458	10,458
Patriot Center Capital Improvement	900			1,023	1,923
Dare WCH Schol			980		980
<b>SUBTOTAL</b>	<b>12,323</b>	<b>-</b>	<b>(8,424)</b>	<b>48,277</b>	<b>52,176</b>
<b>UNRESTRICTED</b>					
General Contribution Fund	(57,863)	6,516	55,016	41,125	44,794
<b>SUBTOTAL</b>	<b>(57,863)</b>	<b>6,516</b>	<b>55,016</b>	<b>41,125</b>	<b>44,794</b>
<b>GRAND TOTAL</b>	<b>188,608</b>	<b>28,667</b>	<b>69,133</b>	<b>2,255,704</b>	<b>2,542,112</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 FISCAL YEAR 2005 - 2006  
 REVISED GENERAL FUND BUDGET- PROPOSED

REVENUE	
STATE SUBSIDY	4,592,894
STUDENT FEES	6,328,861
GRANTS & CONTRACTS	834,427
OTHER INCOME	120,000
TOTAL REVENUE	<u>11,876,182</u>
EXPENDITURES	
INSTRUCTIONAL	5,829,041
RESEARCH	2,650
COMMUNITY SERVICE	16,516
ACADEMIC SUPPORT	1,612,103
STUDENT SERVICES	1,412,234
INSTITUTIONAL SUPPORT	1,431,373
PLANT OPERATIONS	1,382,265
SCHOLARSHIPS	290,000
TOTAL EXPENDITURES	<u>11,976,182</u>
SURPLUS/(DEFICIT)	(100,000)
AUXILIARY TRANSFER	100,000
ANNUAL SURPLUS/(DEFICIT)	<u>=====</u> -









January 4, 2006

MEMORANDUM TO: Dr. Lawrence Dukes, President  
The Board of Trustees

FROM: James Buck, Treasurer

SUBJECT: December 31, 2005 Financial Reports

Please review the accompanying Financial Reports. I have attached a proposed Revised General Fund Budget for FY 2006. This revision includes a modest 1.3% reduction in total revenue estimates and a .5% reduction in expenditures projections.

If you have any questions, please let me know.

Thank you.



SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 1 OF 6  
COMPARATIVE BUDGET REPORT  
SIX MONTHS ENDED DECEMBER 31, 2005 (unaudited)

	FISCAL 06		FISCAL 05			
	ANNUAL BUDGET	12/31/05 Y-T-D	% OF BUDGET	12/31/04 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
<b>REVENUE</b>						
STATE SUBSIDY	4,626,411	2,313,204	50.0%	2,217,936	95,268	4.3%
STUDENT FEES	6,502,961	4,471,456	68.8%	4,311,796	159,660	3.7%
GRANTS & CONTRACTS	834,427	404,516	48.5%	416,070	(11,554)	-2.8%
OTHER INCOME	75,000	97,430	129.9%	36,309	61,121	168.3%
<b>TOTAL REVENUE</b>	<b>12,038,799</b>	<b>7,286,606</b>	<b>60.5%</b>	<b>6,982,111</b>	<b>304,495</b>	<b>4.4%</b>
<b>EXPENDITURES</b>						
INSTRUCTIONAL	5,836,720	2,689,027	46.1%	2,294,276	394,751	17.2%
RESEARCH	2,650	30	1.1%	28	2	7.1%
COMMUNITY SERVICE	11,578	7,557	65.3%	2,247	5,310	236.3%
ACADEMIC SUPPORT	1,620,514	839,341	51.8%	813,458	25,883	3.2%
STUDENT SERVICES	1,418,714	749,524	52.8%	711,538	37,986	5.3%
INSTITUTIONAL SUPPORT	1,480,038	699,174	47.2%	629,301	69,873	11.1%
PLANT OPERATIONS	1,378,585	616,110	44.7%	550,661	65,449	11.9%
SCHOLARSHIPS	290,000	189,493	65.3%	204,061	(14,568)	-7.1%
<b>TOTAL EXPENDITURES</b>	<b>12,038,799</b>	<b>5,790,256</b>	<b>48.1%</b>	<b>5,205,570</b>	<b>584,686</b>	<b>11.2%</b>
<b>SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>1,496,350</b>		<b>1,776,541</b>	<b>(280,191)</b>	<b>-15.8%</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 2 OF 6  
 CONSOLIDATED FUND BALANCE SHEETS  
 AS OF DECEMBER 31, 2005 (unaudited)

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	894,533	807,717	856,979	9,936		181,389	51,661	2,802,215
ACCTS. RECEIVABLE-STUDENTS(NET)	2,264,693							2,264,693
ACCTS. RECEIVABLE - OTHER	367,328	86,360	33,721					487,409
NOTES RECEIVABLE				7,760				7,760
INVENTORIES	7,464	325,927						333,391
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	17,533					901,325		17,533
EQUIPMENT						17,378,002		17,378,002
BUILDINGS AND IMPROVEMENTS					12,318	39,477		51,795
OTHER ASSETS								17,788
PREPAID EXPENSES		17,788						17,788
<b>TOTAL ASSETS</b>	<b>3,551,551</b>	<b>1,237,792</b>	<b>890,700</b>	<b>17,696</b>	<b>12,318</b>	<b>18,500,193</b>	<b>51,661</b>	<b>24,261,911</b>
<b>LIABILITIES AND FUND BALANCES</b>								
ACCOUNTS PAYABLE	(15,446)							(15,446)
SALES TAX PAYABLE	(261)	3,589						3,328
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHHOLDINGS								0
ACCRUED PAYROLL	159,599							159,599
ACCRUED EXPENSES								0
DEFERRED REVENUE			29,927					29,927
OTHER LIABILITIES	32,304					2,872,738		2,905,042
DEFERRED COMPENSATION	339,585							339,585
NET INVESTMENT IN PLANT								15,627,455
FUND BALANCE/HELD IN CUSTODY	3,035,770	1,234,203	860,773	17,696	12,318	15,627,455	51,661	5,212,421
<b>TOTAL LIAB. AND FUND BALANCES</b>	<b>3,551,551</b>	<b>1,237,792</b>	<b>890,700</b>	<b>17,696</b>	<b>12,318</b>	<b>18,500,193</b>	<b>51,661</b>	<b>24,261,911</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 DECEMBER 31, 2005 (unaudited)

	UNRESTRICTED		RESTRICTED			
	EDUCATIONAL AND GENERAL	AUXILIARY ENTERPRISES	UNRESTRICTED TOTAL	EDUCATIONAL AND GENERAL	TOTAL RESTRICTED	TOTAL CURRENT FUNDS
REVENUES						
TUITION, FEES, STUDENT CHARGES	4,471,456		4,471,456		0	4,471,456
STATE APPROPRIATION	2,313,204		2,313,204		0	2,313,204
FEDERAL GRANTS AND CONTRACTS			0	2,908,135	2,908,135	2,908,135
STATE GRANTS AND CONTRACTS	404,516		404,516	809,563	809,563	1,214,079
LOCAL GRANTS AND CONTRACTS			0	192,368	192,368	192,368
PRIVATE GIFTS, GRANTS & CONTRACTS			0	160,975	160,975	160,975
SALES AND SERVICES		1,564,067	1,564,067		0	1,564,067
OTHER SOURCES	97,430		97,430		0	97,430
<b>TOTAL EDUCA./GEN. REVENUE</b>	<b>7,286,606</b>	<b>1,564,067</b>	<b>8,850,673</b>	<b>4,071,041</b>	<b>4,071,041</b>	<b>12,921,714</b>
EXPENDITURES AND MANDATORY TRANSFERS						
EDUCATIONAL AND GENERAL	2,635,030		2,635,030	66,176	66,176	2,701,206
INSTRUCTIONAL	30		30		0	30
SEPARATELY BUDGETED RESEARCH	7,557		7,557	808,839	808,839	816,396
PUBLIC SERVICE	839,341		839,341	21,853	21,853	861,194
ACADEMIC SUPPORT	479,539		479,539	107,465	107,465	587,004
STUDENT SERVICES	699,174		699,174	0	0	699,174
INSTITUTIONAL SUPPORT	616,110		616,110		0	616,110
OPERATION/MAINTENANCE OF PLANT	189,493		189,493	3,193,519	3,193,519	3,383,012
SCHOLARSHIPS AND FELLOWSHIPS						
<b>TOTAL EDUCA./GEN. EXPENDITURES</b>	<b>5,466,274</b>	<b>0</b>	<b>5,466,274</b>	<b>4,197,852</b>	<b>4,197,852</b>	<b>9,664,126</b>
AUXILIARY ENTERPRISES		1,425,747	1,425,747		0	1,425,747
TRANSFERS	323,982		323,982	(323,982)	(323,982)	0
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>5,790,256</b>	<b>1,425,747</b>	<b>7,216,003</b>	<b>3,873,870</b>	<b>3,873,870</b>	<b>11,089,873</b>
<b>NET INCREASE IN FUND BALANCES</b>	<b>1,496,350</b>	<b>138,320</b>	<b>1,634,670</b>	<b>197,171</b>	<b>197,171</b>	<b>1,831,841</b>

SOUTHERN STATE COMMUNITY COLLEGE  
MONTHLY FINANCIAL STATEMENTS - EXHIBIT 4 OF 6  
AUXILIARY OPERATIONS  
FOR SIX MONTHS ENDED DECEMBER 31, 2005 (unaudited)

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	761,759	149,790	642,618	20,283	1,574,450
DISCOUNTS	222	0	(10,590)	(15)	(10,383)
COST OF SALES	561,987	12,321	345,336	12,696	932,340
GROSS MARGIN	<u>199,994</u>	<u>137,469</u>	<u>286,692</u>	<u>7,572</u>	<u>631,727</u>
ADMINISTRATIVE & GENERAL EXPENSES					
ADMINISTRATIVE SALARIES	14,040	23,240	30,297	2,013	69,590
SUPPORT STAFF SALARIES	10,580				10,580
PART-TIME SUPPORT STAFF SALARIES	378	75,133			75,511
FRINGE BENEFITS ALLOCATED	9,425	27,406	68,569		105,400
OFFICE SUPPLIES	384	632	5,821		6,837
PRINTING SUP./PHOTOCOPYING	58	1,120	898	330	2,406
TRAVEL-CONFERENCE REIMBURSEMENT			951	46	951
TRAVEL-MILEAGE REIMBURSEMENT	239	618	3,166	74	4,069
SPECIAL EVENTS		587			74
ADVERTISING			14,429		15,016
TELEPHONE	3,346	2,410	10,804	378	16,560
DUES & SUBSCRIPTIONS				849	378
POSTAGE	11,106	276	410		12,641
COMPUTER SERVICES					0
STAFF DEVELOPMENT		110			110
OTHER PROFESSIONAL FEES			77,884	160	78,044
EQUIPMENT GREATER THAN \$50			95,240		95,240
TOTAL ADMIN. AND GENERAL EXPENSES	<u>49,556</u>	<u>131,532</u>	<u>308,469</u>	<u>3,850</u>	<u>493,407</u>
SURPLUS/(DEFICIT)	<u>150,438</u>	<u>5,937</u>	<u>(21,777)</u>	<u>3,722</u>	<u>138,320</u>

SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 5 OF 6  
 BID ITEMS AND EXPENDITURES OVER \$5,000  
 DECEMBER 2005

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
DEC 6	AL-WIN	125389	\$9,390.00	PROFESSIONAL FEES
DEC 6	PEARSON EDUCATION	125460	\$7,494.47	INVENTORY
DEC 13	MCGRAW-HILL	125557	\$8,094.71	INVENTORY
DEC 13	PARADIGM PUBLISHERS	125567	\$5,863.11	INVENTORY
DEC 13	PEARSON EDUCATION	125568	\$30,509.76	INVENTORY
DEC 13	THOMSON LEARNING	125583	\$35,482.56	INVENTORY
DEC 19	AMERICAN ELECTRIC POWER	125613	\$10,157.04	UTILITIES
DEC 19	GLOCKNER	125633	\$7,451.31	EQUIPMENT REPAIR
DEC 21	GLOBAL GOVERNMENT/EDUCATION SOLUTIONS	125713	\$5,530.89	EQUIPMENT
DEC 21	MCGRAW-HILL	125738	\$30,802.58	INVENTORY
DEC 21	PEARSON EDUCATION	125753	\$6,324.42	INVENTORY
DEC 21	BITTENHOUSE BOOK DISTRIBUTORS	125761	\$7,801.70	INVENTORY
DEC 21	VON HOLTZBRINCK PUBLISHING	125793	\$17,390.65	INVENTORY

TOTAL  
 -----  
 \$182,293.20  
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SOUTHERN STATE COMMUNITY COLLEGE  
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 6 OF 6  
 DONATIONS DECEMBER 2005

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
DEC 1	ACT AFAS	\$750.00	SCHOLARSHIP
DEC 13	OHIO COLLEGE ACCESS	\$56,500.00	GEAR UP GRANT
DEC 13	TREASURER OF STATE	\$101,454.00	SCHOLARSHIP
DEC 13	MCDONALD'S OF RIPLEY	\$645.22	SCHOLARSHIP
-----			
	TOTAL	\$159,349.22	

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 BALANCE SHEET  
 AS OF DECEMBER 31, 2005 (unaudited)

ASSETS

Cash in Bank	1,799,921
Investments	
Cost Basis	653,008
Unrealized Gain	65,687
Market Value of Investments	718,695
Pledges Receivable	41,550
Other Assets	
Total Assets	2,560,166

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities	-
Total Liabilities	-

NET ASSETS

Unrestricted	53,163
Temporarily Restricted	60,141
Permanently Restricted	2,446,862
Total Net Assets	2,560,166
Total Liabilities and Net Assets	2,560,166

SOUTHERN STATE COMMUNITY COLLEGE FOUNDATION  
 FINANCIAL REPORT  
 PERIOD ENDING DECEMBER 31, 2005 (unaudited)

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SSCC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
<b>PERMANENTLY RESTRICTED:</b>					
Col. Pommet Scholarship Fund	350	368	(167)	17,103	17,654
Fifth Third Bank Fund		1,715		27,525	28,240
Hodson Fund	3,094	2,455	(167)	40,422	45,804
Igo Fund	97	253	(167)	11,049	11,232
Jacobson Fund	500	235	(500)	10,521	11,256
Ladrach Fund	200	218	(20,000)	9,469	9,387
General Contribution Fund		9,922		206,344	196,266
Beck Fund		112		6,095	6,207
Hottle Nursing Scholarship Fund	500	176	(334)	10,440	10,782
Barthel Art Scholarship Fund		256		11,442	11,698
Daniels Fund	25	285	(167)	13,051	13,204
Stephen Bennet Scholarship Fund		289	(167)	13,643	13,765
Gene Worthington BCRW Fund	50	573		26,123	26,746
Douglas & Susan Seipelt Fund	5,898	525	(501)	34,189	34,189
Highland County Fund		4,677	(1,586)	125,687	128,778
Bagshaw Enterprises KFC Fund		194		6,514	6,541
Paul Neff Memorial Fund		950	(167)	22,719	23,502
Fender Scholarship Fund	6,300	605	(334)	14,458	21,029
Elmer & Helen Reed Fund	6,620			1,565,430	1,572,050
Joyce Fender Family Scholarship Fund	8,050		4,833	12,883	135,640
Pence Patron Arts	135,640		20,000		86,877
YouCan Fund	66,877		22,132		22,132
Elks Club Scholarship Fund					
<b>SUBTOTAL</b>	<b>234,201</b>	<b>23,818</b>	<b>22,541</b>	<b>2,166,302</b>	<b>2,446,862</b>
<b>TEMPORARILY RESTRICTED:</b>					
Appalachian Gateway Fund	150		(150)	3,137	3,137
Fayette Co. Schol. Fund			(3,772)	21,146	17,374
Performing Arts Fund				129	129
Weastec Fund	5,000		(2,668)	6,672	9,004
Hillsboro Ford Warner Fund	6,773		(814)	3,712	9,671
Cassner Foundation Fund			(2,000)	12,458	10,458
Patriot Center Capital Improvement	3,700			1,023	4,723
Dare WCH Schol			980		980
Leadership Highland Schol. Fund	4,665				4,665
<b>SUBTOTAL</b>	<b>20,288</b>	<b>-</b>	<b>(8,424)</b>	<b>48,277</b>	<b>60,141</b>
<b>UNRESTRICTED</b>					
General Contribution Fund	(55,563)	12,605	55,016	41,125	53,163
<b>SUBTOTAL</b>	<b>(55,563)</b>	<b>12,605</b>	<b>55,016</b>	<b>41,125</b>	<b>53,163</b>
<b>GRAND TOTAL</b>	<b>198,906</b>	<b>36,423</b>	<b>69,133</b>	<b>2,255,704</b>	<b>2,560,166</b>

SOUTHERN STATE COMMUNITY COLLEGE  
 FISCAL YEAR 2005 - 2006  
 REVISED GENERAL FUND BUDGET- PROPOSED

REVENUE	
STATE SUBSIDY	4,592,894
STUDENT FEES	6,328,861
GRANTS & CONTRACTS	834,427
OTHER INCOME	120,000
TOTAL REVENUE	<u>11,876,182</u>
EXPENDITURES	
INSTRUCTIONAL	5,829,041
RESEARCH	2,650
COMMUNITY SERVICE	16,516
ACADEMIC SUPPORT	1,612,103
STUDENT SERVICES	1,412,234
INSTITUTIONAL SUPPORT	1,431,373
PLANT OPERATIONS	1,382,265
SCHOLARSHIPS	290,000
TOTAL EXPENDITURES	<u>11,976,182</u>
SURPLUS/(DEFICIT)	(100,000)
AUXILIARY TRANSFER	100,000
ANNUAL SURPLUS/(DEFICIT)	-
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