

**AGENDA ITEM III
CONSIDERATION OF MINUTES**

for the

**Board of Trustees
October 8, 2008, Meeting**

SOUTHERN STATE COMMUNITY COLLEGE
MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
September 10, 2008

The regular monthly meeting of the Southern State Community College Board of Trustees was held in Room 110 on the North Campus of Southern State Community College on Wednesday, September 10, 2008.

Swearing in of New Board Members

The Honorable John W. Rudduck administered the Oath of Office for Donald W. Gephart as a Member of the Board of Trustees for a term beginning July 1, 2008, and ending at the close of business May 12, 2014.

Judge Rudduck also administered the Oath of Office for Vicki A. Wilson as a Member of the Board of Trustees for a term beginning July 1, 2008, and ending at the close of business May 12, 2014.

The Honorable Judge R. Alan Corbin administered the Oath of Office for John B. Houser as a Member of the Board of Trustees for a term beginning July 31, 2008, and ending at the close of business May 12, 2014.

Call to Order and Roll Call

At approximately 6:05 p.m., Chairman Ward called the meeting to order. Roll Call was as follows:

Present:

Ms. Kay Ayres
Mr. Donald Gephart
Ms. Patricia Griffiths
Mr. Paul Hall
Mr. John B. Houser
Mr. Rory Ryan
Mr. Ralph Shell, Vice Chairman
Mr. James Ward, Chairman
Dr. Vicki Wilson

Absent:

None

Trustees Gephart, Houser and Wilson were excused for a conference call with Chancellor Fingerhut; they returned at 6:20 p.m.

Consideration of Agenda

Trustee Hall moved and Trustee Ayres seconded the Agenda be approved as presented. All were in favor.

Consideration of Minutes

Vice Chairman Shell moved and Trustee Hall seconded that the Minutes of the July 9, 2008, Meeting be approved. Roll Call Vote was as follows:

YES, Minutes:

Ms. Ayres

Ms. Griffiths

Mr. Hall

Mr. Ryan

Mr. Shell

Mr. Ward

NOTE OF ERROR: The secretary noticed later the first paragraph of the July 9, 2008, Minutes said *Friday*, July 9, 2008, rather than the correct day of *Wednesday*, July 9, 2008.

08.50

Monitoring Confirmation

President's Report. In addition to her written report (Attachment A), President Stout:

- Reported the Audit Committee will meet at 5 p.m., on October 8 prior to the next Board Meeting.
- Shared the Governor's announcement made today that a budget cut across the state is 4.75 percent and that it appears we're exempt from those cuts; the most that could happen would be the access challenge.
- Reported enrollment figures to date—headcount is up 3 percent in headcount and FTE is up 5 percent and pointed out we have quite a bit of registration still for some of the new dual enrollment programs and that it's early yet.
- Distributed a folder containing Board Membership List, information for the OBOR Annual Trustees Conference, the ACCT Leadership conference and mileage forms.
- Congratulated Corporate and Community Services for ranking fifth in the state in non-credit job training dollars.
- Recognized Trustee Ryan who congratulated Brandi Chandler, *The Times-Gazette* staff writer, for being accepted in the Kiplinger Fellowship at Ohio State University working on her master's degree in journalism.
- Reviewed the reorganization in the Marketing and Public Relations department and indicated she is pleased Nicole Roades has accepted the position of Executive Director of Planning.

Vice President of Business and Finance Report. In addition to his written report, (Attachment B), Mr. Buck spoke about the funding formula for the next biennium and stated Southern State should fare well with the new taxonomy and the two-year performance measures will likely mirror momentum points.

Mr. Buck also gave an update on the construction project at the Fayette Campus, which he said is well on schedule even though we dealt with sizable change orders that had to do with moving soil and constructing temporary parking. He displayed drawings of the project and pointed out the color of the brick, which will be a rich brown.

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

President's and Vice President of Business and Finance Reports

YES:

Ms. Ayres
Mr. Gephart
Ms. Griffiths
Mr. Hall
Mr. Ryan
Mr. Shell
Mr. Ward
Dr. Wilson

Abstain:

Mr. Houser

08.51

Board Policy Manual

Christa Metzger, Assistant Attorney General, reported on the status of the Board Policy Manual. She explained there are multiple aspects to the Board of Trustees of a state college--some of them are mandated by statute, some are established by the group itself and some are actually shared among the two-year colleges in the state. By working with the document the Board submitted to the AG's office a few months ago, she created an outline of key things that she thought should be included in the manual (Attachment C). She gave the Trustees a copy of the outline. Ms. Metzger asked the Board to review the outline and offered to facilitate a meeting, either with the entire group or subgroup, to complete the Manual. She also distributed Ohio Governor's Executive Order 2007 – 01S, *Establishing New Ethics Requirements*.

Board Committee Structure

Chairman Ward passed out a form that listed the Board's Standing Committees and asked the Trustees to select two committees on which they would like to serve.

Bookstore Update

James Bland, Vice President of Student Affairs and Enrollment Management, reported on the progress of the Textbook Committee that was formed several months ago to address some of the issues that were brought forward by a student demonstration at the May 2008 Board Meeting. Mr. Bland explained the committee was made up of students, staff, faculty and administration and met four times. He distributed a handout that listed the items that were accomplished during the four meetings (Attachment D).

In addition to addressing these issues, Mr. Bland said the committee did a very good job of educating each other and gave examples. He congratulated the members of the committee as they were instrumental in making the committee's work a success. Mr. Bland turned the floor over to Dr. Ryan McCall who spoke about two programs offered by the state that will help lower the cost of textbooks for students.

Health Insurance Update

Mr. Buck reported Dr. Greg Gascon, research specialist for the Ohio Education Association, held a two-day training session on campus for our Health Insurance Committee. He said a good deal of time was spent during the training discussing ways to control costs and ways to encourage a group to make healthy decisions. One way to do this, Mr. Buck said, is for employees to

participate in a healthcare assessment, which Anthem provides free on line. Once a group completes the assessment, Anthem provides group results, which could then be addressed. As part of our *Opening Week Activities* for faculty and staff, a health fair will be held. Arrangements have been made for employees to take the healthcare assessment during the health fair, and if they do, they will receive a \$25 gas card. Mr. Buck said Dr. Gascon gave them a check off list of a number of other things our Health Insurance Committee can do to control costs and encourage a group to make healthy decisions.

Mr. Buck stated the union contract calls for the Health Insurance Committee to have equal representation of faculty, administration and staff. Currently on the committee are Faculty Members Bill Horne and Brenda Tilton; Staff Members Leona Purdin and Anna Lehman; and Administrators Karen Davis and him.

Next Meeting

The next Regular meeting of the Board of Trustees will be held on October 8, 2008.

Other

Chairman Ward asked those in attendance to introduce themselves to our new Board Members.

Adjournment

At 6:58 p.m., Trustee Hall moved and Trustee Ayres seconded that the meeting be adjourned. All were in favor.

08.52

NOTE: Copies and/or originals of all documents referenced throughout the Minutes are on file (BOARD OF TRUSTEES•September 10, 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. Board Policy Manual Outline
- D. Bookstore Accomplishments

SOUTHERN STATE COMMUNITY COLLEGE

AGENDA ITEM V.A
PRESIDENT'S REPORT

for the

Board of Trustees
September 10, 2008, Meeting



Memorandum

To: SSSC Board of Trustees
From: Sherry Stout, President
Date: September 5, 2008
Subject: August and September 2008 President's Report

Welcome New Board Members!

I would like to welcome our three newest members of the Board of Trustees Don Gephart, Ben Houser and Vicki Wilson. A reception will be held for them on September 10, at 5 p.m., prior to the Board Meeting. Both the reception and Board Meeting will be held on our North Campus in Wilmington in room 303. At the top of the agenda, our new Trustees will be sworn in. Brown County Common Pleas Judge Corbin will swear in Trustee Houser, and Clinton County Common Pleas Judge Rudduck will swear in Trustees Gephart and Wilson.

Audit Committee to Meet

In preparation for this year's audit, our auditors would like to meet with our Audit Committee; therefore a meeting of the Audit Committee (Paul Hall and Rory Ryan) is scheduled for 4 p.m. on September 10 prior to the Board Meeting. If any other Board Members would like to attend the meeting, they are certainly welcome. The meeting will be held in the LRC on the North Campus.

The Ohio GI Promise

The new Ohio G.I. Promise offers in-state tuition rates to G.I. Bill participants all across the country. The in-state tuition applies to all veterans of the U.S. Armed Services, their spouses, and dependents who choose to attend Ohio colleges and universities effective for the fall term 2008. The following criteria must be met (1) the person is eligible for the Post 9/11 Veterans Educational Assistance Act of 2008 or any prior federal act establishing veteran's benefits; (2) the person is domiciled in Ohio; (3) during the person's course of study the person participates in one of the following: (a) a community service position approved by the Chancellor, or, (b) an internship or cooperative education program established by the Chancellor or the college or university to which the person has been accepted.

Higher Education Act Reauthorization

The proposed HEA legislation contains a number of important new provisions:

- Low-income students will now be eligible to receive PELL Grants for a full calendar year.
- Double the maximum PELL Grants by 2014
- Simplifies the financial aid process for students and families

- Prohibits the secretary of education from regulating the academic affairs of accrediting agencies and institutions of higher education

The bill has passed both the House and the Senate by overwhelming margins and is expected to win the President's approval. It is five years overdue. The bill is about 20-times longer than the HEA of 1965 and creating 64 new programs. Some see the legislation as a way to create a higher-education system that is more affordable, fairer, and easier to navigate for students and families. Others oppose the legislation because of over-regulation of higher education. Following is a web address for the American Council on Education with various links concerning the HEA reauthorization: <http://www.acenet.edu/>.

OACC Assessment Services

OACC institutions will be assessed an additional fee for services provided by State Street Consultants. Southern State's special dues fall under Tier 1, which is \$1,480. State Street Consultants is the Two-Year College Advocacy group for the association providing instant access to Ohio's decision makers (Chancellor, Governor, and House and Senate majority and minority leaders).

OCAN Foundation Grant – Initiatives - \$1 Million

OACC received one million dollars from OCAN to increase the fundraising capacity of both OACC and the individual institutions. The following contracts fall under the scope of the grant:

- Hodge Cramer and Associates, a Columbus based consulting firm, has been contacted by OACC to carryout the Needs Assessment and Foundation Creation phases of the OCAN Foundation Grant. The firm will be visiting each of the community colleges in the near future.
- Burges and Burges Strategists have been contracted to implement OACC's "Outreach and Communication Plan." The plan is attached for your review.
- Personal Services Consulting lead or coordinate projects related to the Strategic Plan for Higher Education.

It is anticipated that the remaining funds will be used to carry out the identified foundation activities, but it is unclear if any funding will be given to individual institutions.

H.B. 251 Energy Efficiency and Conservation Guidelines

Attached are guidelines for review and consideration in the development of a 15-year plan for phasing in energy efficiency and conservation projects. Each institution's board is required to develop the plan by December 31, 2008, incorporating the requirements set forth in the guidelines. Results are to be reported to the Board of Regents for inclusion in the Annual Performance report.

Creating Opportunities: Connecting Adult Learners with Economic Success

The State Advisory Committee on the Transfer of Adult Career-Technical Programs published their final report. The full report can be found on the Board of Regents website www.regents.ohio.gov. Seven priority actions were presented in the report:

1. Create new, accessible pathways for adult learners through implementation of the "Stackable Certificates" initiative.
2. Develop concurrent enrollment policies and practices through pilot projects that engage adult career-technical and community college programs.
3. Conduct an inventory of student aid and institutional financing "best practices" in Ohio and across the nation.
4. Seek funding in the FY2010-2011 biennial budget for a Chancellor's Workforce Initiative fund to support the Advisory Committee's recommendations.
5. Assist in implementing the Ohio Skills Bank initiative, as it relates to adult workforce education and training programs and services.
6. Initiate conversations with the Business Alliance for Higher Education and the Economy and other representatives of the state's business and labor communities about ways to (1) raise adult workers educational aspirations and (2) double the number of post-secondary students engaged in college-level internships, co-ops, and apprenticeship programs.
7. Begin work on the development of a comprehensive plan for bridging adult workforce education and training data systems.

Southern State will have a significant role to play in meeting these action priorities. At the forefront is the development of career pathways and new programs and certificates to meet the demand for short-term flexible training. Co-op and internship training is encouraged in this plan as well as the Strategic Plan for Higher Education.

ABLE programs are a foundation to this pathway leading learners towards a credential or two-year campus. We are fortunate that we house one of the eight ABLE programs in the state. Attached is page 19 from the report which outlines two approaches to Workforce Development.

Fayette County Business Tour

College representatives, faculty and trustees toured Ritten Industries, PHE Development Corporation and Vera Sun Energy Ethanol Plant in Fayette County to learn more about our area businesses and the job market for our student/graduates. It was determined that most of the companies conduct their own on-the-job training due to their unique characteristics, but expect prospective employees to have strong math and computer skills for entry-level positions.

On Course Training

Over the past several years Southern State has supported faculty and staff in professional development efforts related to highly successful principles introduced through On Course. Individuals returning from On Course workshops and meetings have brought back to the institution a contagious sense of energy and enthusiasm. Specifically, they have made strong petitions for more of their peers to have the opportunity to experience On Course. To facilitate this, the Academic Affairs and Student Affairs Divisions have collaborated in funding On Course training at our North Campus during the College's Opening Week Activities. This three-day event will be attended by over 40 faculty, staff, administration, and adjunct faculty.

Often interpreted by those who haven't experienced On Course as, "just another first year experience course," On Course is anything but, "just another college success class." Although the curriculum is designed to be delivered in the classroom, many within Southern State have discovered an even deeper purpose with the On Course principles and have subsequently promoted its implementation across the institution. Since On Course's introduction in 2006, the principles of self-responsibility, self-motivation, self-management, interdependence, self-awareness, lifelong learning, emotional intelligence, and belief in oneself have become guiding principles for many within Southern State including students, faculty, and staff. Our commitment to this training is a major effort in facilitating these worthwhile principles to a broader audience and we are pleased to make this investment.

Special thanks goes to Business Faculty member, Michele McCarren who was instrumental in introducing On Course to our community years ago and spearheaded a grassroots effort to build momentum among her colleagues. Since spring of 2006 she influenced a small group of On Course supporters to self-organize a College Success group which meets regularly to share ideas about positioning students and colleagues to be successful in the classroom, within the organization and in their personal life. Thanks to all who are working to promote these worthwhile principles within Southern State.

The following descriptions are from the On Course website (9/3/08).

The On Course Success Principles. Synthesizing the best wisdom from innovators in psychology, education, business, sports, and personal effectiveness, the On Course Success Principles represent eight of the essential "things" that good learners believe and do. Founded on these timeless principles, the *On Course* text and the On Course Workshops give students and instructors alike a collection of practical success tools.

By guiding students to adopt these principles and tools, you'll empower them to become effective partners in their own education, giving them the outer behaviors and inner qualities to create greater success in college and in life.

The On Course Instructional Principles. On Course Workshops model current understandings of how meaningful learning occurs. As such, they are designed to engage learners in the active construction of knowledge. Instructional methods in the workshop demonstrate how educators can address the varied learning styles of today's students. The workshops are guided by the following instructional principles:

- Students construct learning primarily as a result of what they think, feel, and do (and less so by what their instructors say and do). Consequently, in formal education, the deepest learning is provided by a well-designed educational experience.
- The most effective learners are empowered learners, those characterized by self-responsibility, self-motivation, self-management, interdependence, self-awareness, lifelong learning, emotional intelligence, and high self-esteem.
- At the intersection of a well-designed educational experience and an empowered learner lies the opportunity for deep and transformational learning and the path to success--academic, personal, and professional.

The On Course Instructional Principles are antithetical to the beliefs that the instructor's primary role is to profess knowledge and that what the teacher speaks is what the student learns. Consequently, On Course Workshops have much to offer educators who seek innovative ways to engage students in active learning, helping them to relinquish learned passivity or defiance and once again become responsible and empowered partners in their own education and growth.

Adams County

Jim Ward, Rory Ryan, and I met with West Union Mayor Danny Johnson and Council Member Jason Buda to discuss the expansion of educational opportunities for Adams County residents. A tour of the county is being planned to view potential sites for training programs.

Enrollment Update

Several weeks remain before we begin our fall term and although enrollment is holding fairly flat, the next two weeks represent an opportunity for growth albeit modest. There are still several registrations in the pipeline as a result of dual enrollment, and following their posting, we will have a better indication of true enrollment statistics. New applications for 2008 continue to exceed 2007 with 714 new applications processed.

Bookstore Issue

A special taskforce met to review concerns brought forth by Southern State students at the May 14, 2008, Board Meeting. The taskforce was comprised of students, college administration and faculty. As a result of the meetings, the College will extend bookstore hours and adopt a buyback policy for used textbooks to resell in the bookstore. A presentation of this issue will occur at the Board Meeting.

Fayette Campus Expansion

The Fayette Campus expansion project is progressing on schedule. The entrance to the campus has been moved to the fairground entrance nearest to the campus property line and temporary parking has been added on site.

Agreement with Ohio University – Chillicothe

Plans are underway to offer a Bachelor of Technical Studies Degree through Ohio University – Chillicothe at the Fayette Campus beginning fall 2009. Students graduating from any applied associate degree program from Southern State would be accepted into the OU program. The entire program would be completed at the Fayette Campus, and tuition would be at the Southern State rate for all four years.

The Bachelor of Technical and Applied Studies is intended for students who have already completed an applied associate's degree program. The BTAS builds upon the technical skills developed within applied associate degree programs by providing the knowledge and professional skills necessary for career advancement. The program utilizes 96 quarter hours of associate degree credit, of which 36-45 quarters hours must be in a technical field. Another 96 quarter hours are needed to meet the minimum for a baccalaureate degree.

Articulation Agreements

Academic Affairs has been busy adding and revising articulation agreements with our career centers and four-year institutions. Over 20 agreements have been finalized this year. A recent meeting with Wilmington College will result in several additional agreements including education, agriculture, social work, sports medicine and business. Wilmington will offer transfer scholarships to Southern State students who transfer to their institution.

Chancellor's Visit to SSCC

Eric Fingerhut, Chancellor of Higher Education, visited Southern State on August 26. Chancellor Fingerhut toured our four campuses, which included opportunities to meet with faculty, staff and students in program settings. The open forum was well attended with representation from our Board of Trustees, faculty and staff and community members including high school superintendents, P-16 Councils, business members, economic development directors and elected officials. I thank the Board Members who were able to attend the luncheon meeting and campus sessions. New Board Member Don Gephart was able to spend the entire day touring with us as well.

English Hire/Communications Office Reorganization

Annie Rankin has accepted the full-time English position at the College. Annie has been with Southern State for nearly 20 years and has served the College well in the Communications Office lending her creativity and energy building nationally recognized marketing and public relations campaigns year after year. Annie offers a wealth of professional writing skills and most importantly, a passion for teaching and student learning.

Annie is a graduate of Southern State and Franklin University. She will soon complete her master's degree in humanities with a concentration in literature from California State University.

While I sincerely congratulate Annie Rankin for pursuing her lifelong dreams to teach, she has left a gaping hole in our public relations and marketing efforts. I was warned that finding a replacement for Annie would be difficult if not impossible—that person was accurate. After weeks of considering options to keep the important work in Annie's office moving forward, I have decided on a reorganization plan as we move forward.

Effective September 2, I appointed Nicole Roades as the Executive Director of Planning, which will include responsibilities with the College's marketing and public relations efforts. Nicole has led this division in the past and is equipped to serve in this capacity again. In addition to the assessment and special project work she is already doing, she will also be taking a more active role in college-wide communications. The day-to-day work of the current Communications Office will be divided between a Director of Marketing (Elizabeth Burkard) and a newly posted position, Director of Public Relations. Leona will continue to assist the college-wide division while also continuing in her campus-related capacities of facility scheduling and mail distribution. We have posted an in-house announcement for a Director of Public Relations which will partially fill Annie's former role as Director of Communications. For more information about the specific details of this position, please visit our "Job Openings" webpage. Nicole will coordinate this search, and she is expecting to have this role filled prior to the start of classes this fall.

Corporate and Community Services

Please find attached a copy of the Center for Business and Industry's report for July and August. Despite difficult economic times, it appears that our Corporate and Community Services may place as high as third but no lower than fifth or sixth in the state of community colleges and branch campuses for non-credit revenue generated this year. Please note that Chancellor Fingerhut took notice of the TDA's efforts and suggested it might be considered as a regional "center of excellence."

Early Childhood Conference

Southern State and Region 14 SERRC Center hosted a regional early childhood conference on August 1 on the Central Campus. Over 100 teachers attended the conference. Becky Storer told me the folks from the Ohio Department of Education and the Ohio Board of Regents were impressed with our program format, and they are requesting grant money to enable us to host another event next year.

Response to ABX Cuts

- August 27 – Educational Providers Meeting organized by Terry Thomas
- September 11 – Workshop about successful redevelopments of properties after closure
- Regional Economic Taskforce Meetings continue to meet every other week. There are five subcommittees.
- \$250,000 Regional Innovation Grant for consideration. Southern State and Great Oaks partnered to write and submit a proposal that has been completed and forwarded to the chairperson of the Workforce and Education subcommittee of the Regional Task Force.
- A National Emergency Grant is being considered for this region to provide retraining funds for the dislocated workers. It is estimated that 10,000 employees will be affected and that anywhere from 10 to 30 percent will seek retraining.

Miami University Agreement Update

Two SSCC engineering graduates completed their bachelor's degrees at Miami University of Ohio in Electro-Mechanical Engineering. A current student is taking advantage of the distance learning option, which allows him to take all of his coursework at our Central Campus. After completing their bachelor degrees, students will be eligible to sit for their professional license or choose to attend graduate school. Tom Stroup, Associate Professor in Engineering and Technology/Engineering Outreach Coordinator coordinates this program.

Upcoming Events

Chancellor's Trustees Conference	September 16, 2008
ACCT Annual Conference	Oct. 29 – Nov. 1, 2008

OACC Events

OACC Fall Conference	October 23-24, 2008
One Voice Legislative Summit	March 11, 2009
All-Ohio Academic Team Recognition Luncheon	April 15, 2009
OACC Annual Meeting	May 28-29, 2009
OACC Fall Conference	Sept. 10-11, 2009

Campus Events

Opening Week Activities	September 15-19, 2008
o <i>On Course Training</i>	
o <i>Health Fair</i>	
o <i>Adjunct Faculty Dinner</i>	
o <i>All College Meeting</i>	
o <i>Committee Meetings</i>	
Fall Classes Begin	September 22, 2008
Respiratory Care Site Visit of Accreditation Body	October 27-28, 2008
Foundation Fall Fundraiser	November 13, 2008
OWS Exhibit Open House	November 13, 2008
<i>The Insanity of Mary Girard</i> Theatre Production	December 5-7, 2008

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Attachments

1. OACC's Outreach and Communication Plan
2. H.B. 251 Energy Efficiency and Conservation Guidelines
3. Page 19 of the State Advisory Committee on the Transfer of Adult Career-Technical Programs Report
4. Corporate and Community Services July and August Reports



BURGES & BURGES
S T R A T E G I S T S

Ohio's Community Colleges: Strategies for Outreach and Communication

STRATEGIES

to define and meet your goals.

Aligsworth

OACC Comprehensive Communications Plan

- **Contract Calls for a Plan to:**
 - Establish the value proposition: Ohio's community colleges are high quality, efficient, vitally important – a co-equal higher education sector
 - Develop an OACC brand that supports Ohio community colleges as the driving force and key information source behind a common cause that increases the effectiveness of the whole sector and each member
 - Produce materials on the progress, programs and future of OACC and Ohio's community colleges given the challenges ahead
 - Build relationships and understanding of media, community and opinion leaders to strengthen support for community colleges
 - Help OACC members coordinate communications, messages and grassroots voices to strengthen all Ohio community colleges
 - Provide communications that support OACC and, where appropriate, Ohio community colleges' legislative and budgetary goals

2008-10 Planning Assumptions

- Sector success depends on joint action and stronger OACC communications
- A sharper message and more advocates are needed to keep the sector competitive given Ohio's demands for public support
- A common, focused action agenda will improve all community colleges' futures and can be more efficient than going it alone in both paid and earned media
- An OACC Communications Action Team can ensure tactical consensus – B&B will staff it

Strategic Objectives 2009-10

- **Communications and Outreach**
 - Define need, importance, successes and economics of Ohio's community colleges [includes technical colleges]
 - Establish community colleges as the primary vehicle for Ohio's citizens to meet access and attendance goals
 - Build an OACC brand for the future on the successes of its members and their customers
 - Initiate and systematize formal, effective OACC branding, public information and support building programs
 - Augment individual college communications with OACC support and/or collaborative marketing programs
 - Create capacity to organize, target and mobilize community college supporters for advocacy and communications
 - Provide community college leadership with communications tools to accomplish strategic goals
 - Support the OACC OCAN Foundation Project and other association and individual college initiatives as appropriate
- **OAC CAT Force Directs Statewide Action**

Sub. H. B. No. 251 (ORC Sec. 3345.69)
Energy Efficiency and Conservation Guidelines
Final Draft for IUC and OACC Presidents' Approval
May 30, 2007

Introduction

In accordance with the requirements of House Bill Number 251, the Inter-University Council (IUC) of Ohio and the Ohio Association of Community Colleges (OACC), in consultation with the Office of Energy Services of the Department of Administrative Services, have developed guidelines for use by the board of trustees of each state institution of higher education to ensure energy efficiency and reduce energy consumption in both on- and off-campus facilities.

Energy Efficiency and Conservation Guidelines

The following energy efficiency and conservation guidelines are presented to state institutions of higher education:

- (1) The goal of each institution shall be to reduce on- and off-campus building energy consumption by at least 20 percent by the end of the fiscal year ended 2014 compared to fiscal (not calendar) year 2004 as the benchmark year. A secondary goal of each institution shall be to obtain, as best possible, a similar reduction of carbon dioxide emission levels. As stated in the House Bill, the goals of each institution should recognize the diverse nature and different energy demands and uses of such buildings and measures already taken to increase building energy efficiency and conservation. Moreover, an institution's goals should be adjusted to reflect their previously recognized efforts in energy conservation within the context of their academic mission.
 - (a) It is recommended that mmBTU per gross square foot by campus be the comparison measure for benchmarking, as defined within the Higher Education Information (HEI) system. This shall be calculated each fiscal year. Where possible, it should also factor in heating and cooling degree days, as well as conditioned and non-conditioned space. Benchmarks shall be finalized by the Board of Regents, in consultation with the public colleges and universities.
- (2) It is recognized that building design plays a significant role in energy efficiency. As a result, until such time that the state building standards are changed to place more emphasis on energy efficiency, the following goals are set forth for on- or off-campus capital improvement projects with anticipated construction costs in excess of \$100,000:

- a. For projects with programming / design work commencing after July 1, 2008:
 - i. Exceed ASHRAE 90.1.2004 (as referenced in the current building code) by 10 percent for new construction projects and 7.5 percent for renovation and other projects.
 - b. For projects with programming / design work commencing after July 1, 2010:
 - i. Exceed ASHRAE 90.1.2004 (as referenced in the current building code) by 20 percent for new construction projects and 15 percent for renovation and other projects.
- (3) The commitment to energy efficient construction should also be applied to leased off-campus space. For such leases for space of 20,000 square feet for more, the following goals should be observed:
- a. For newly built space, the lessor should be expected to observe the goals identified in section (2) above.
 - b. For existing space, all effort should be made to comply with the goals identified in section (2) above wherever practical.
 - i. It should be recognized that the lease for existing space should be evaluated on an individual basis and on its own merits, with an emphasis on the overall financial value of the arrangement, with consideration provided to not allow energy efficiency to impact or impede a desirable and financially sound business arrangement.
- (4) The evaluation and consideration of best practices related to energy efficiency and conservation provides the opportunity for learning from industry leaders and a basis for continuous improvement measures. Such best practices shall be disclosed bi-annually within the institution's Six Year Capital Plan, for the capital biennium commencing July 1, 2010, as submitted to the Ohio Board of Regents for the purposes of State Capital Appropriations requests. Furthermore, sections (1), (2), (3), and (5) within these guidelines shall be considered best practices and serve to set the metrics for performance relative to energy efficiency and consumption.
- (5) Each state institution's board shall develop a fifteen-year plan for phasing in energy efficiency and conservation projects by December 31, 2008. The plan should incorporate the requirements set forth within these guidelines, along with consideration that:
- a. Each institution is different and must evaluate its own unique operating environment.

- b. The plan should include capital budget planning, changes in personnel, changes in level and types of service, as well as innovative initiatives such as, but not limited to, alternative or renewable energy, and the alternative method for awarding performance contracts through ORC 3345:61-66, and others.
- (6) Each capital project undertaken and developed within the context of these guidelines shall be evaluated by the institution through a project impact assessment report, disclosing the fiscal effects of the energy efficiency and conservation measures pursued within the project; i.e. life-cycle cost analysis.
- (7) Reporting and evaluating results is a key component to monitoring progress and performance of energy efficiency and conservation among all institutions of higher education in Ohio. Each institution shall report its energy consumption as follows:
- a. The standard unit of measure shall be as defined in section (1)a.
 - b. In order to maximize the utilization of existing state-wide institutional reporting mediums, energy consumption data shall be reported:
 - i. From a historical view: On a fiscal year basis, using a standard template to be developed by the Ohio Board of Regents, including actual energy consumption in units and dollars and carbon footprint information.
 1. In order to provide the comparable annual performance data, it is expected that the actual energy consumption data for fiscal years 2004 through 2008 shall be provided with the fiscal year 2008 HEI submission in February 2009.
 - ii. From a prospective view: Bi-annually, commencing July 1, 2010, each institution shall provide a prospective view of their respective accomplishments, future plans, and challenges. The view shall be submitted in a narrative format as part of the institution's Six Year Capital Plan.
 - c. Once the data has been compiled by the Ohio Board of Regents, and reviewed in consultation with the committee, the Regents shall incorporate the results into their annual performance report.

Conclusion

The guidelines set forth above have been developed in an effort to meet the requirements of Sub. H. B. No. 251 (ORC Sec. 3345.69) House Bill Number 251 and the intended energy efficiency and conservation measures. As Governor Strickland noted in his Executive Order 2007-02S, "It is the responsibility of state government to lead by example in reducing energy consumption in this era of steep energy prices, mounting environmental concerns, and persistent energy security

Sub. H. B. No. 251

Energy Efficiency and Conservation Guidelines

5/30/2007

Page 3

risks. By improving energy efficiency, and adopting advanced energy utilization technologies, we can make the most of our existing energy resources and also stimulate activity and investment in the energy efficiency services sector." We feel confident that these guidelines meet the spirit of the enacted legislation and the Governor's Executive Order.

2. In alignment with the Ohio Skills Bank, implement an employer-recognized and supported 2 "Stackable Certificates" initiative as described in Action Priority #2, which provides adults with a transparent path to learning and skill development – and an “open door” for drop-in and drop-out opportunities throughout their careers.

Two Approaches to Workforce Development

Systemic Workforce Development

The Ohio Skills Bank will fundamentally reframe the relationship between regional adult education and training and their surrounding community, turning adult educational institutions into demand-driven engines of economic development. In so doing, it will directly link industry demand to workforce supply in each of Ohio's 12 economic development regions and through statewide strategies aimed at the state's “driver industries” as determined by the the Ohio Department of Development.

How It Works

- Each Regional Economic Development Director of the ODOD will convene an “employer panel” that will meet regularly with the education and training consortium to review its work. The panel also will advise and assist the consortium in developing an acceptable plan for the workforce needs of the region.
- In each region, the Ohio Board of Regents will convene a consortium of education and training providers along with workforce and human services professionals involved in workforce development, which will be led by a qualified institution based in the region. The consortium will be provided with data and assistance from agencies throughout state government organized by the Board of Regents.
- The consortium's job will be to analyze the demand for employment in the region and the supply of students and programs, then determine what changes need to be made to guarantee that the education and training providers are recruiting and training the right number of people in the right types of programs to support a growing economy.
- The Ohio Board of Regents will collect the work of the 12 regions for presentation to the Governor's Workforce Policy Advisory Board, which will serve as the statewide equivalent employer panel. The Regents will ensure that its funding formulas and incentive programs support those institutions who respond to the data and strategies developed by the Ohio Skills Bank by creating or modifying programs and expanding the number of graduates in key areas.

Transactional Workforce Development

Closer linkages between the adult workforce education system and the ODOD's industry attraction projects will maximize postsecondary education's value as a “game-changer” in the state's economic development deals. The approach will ensure that workforce training is a driver, not an afterthought, as economic development officials craft and carry out business attraction and retention efforts. It will improve the alignment between economic development policies and the programs and practices of the state's adult workforce education system.

How It Works

Aligning the state's economic development and workforce education and training programs, and providing a single point of contact for ODOD and the employers it serves, will be reflected in several areas:

- The coordination of training grant programs will be strengthened, which will allow economic development officials to determine the appropriate pool of money to meet training needs, and to ensure that consistent standards and criteria are used to evaluate and approve funding requests. The agencies and programs affected will include the ODOD Ohio Investment in Training grants, ODOD Ohio Workforce Guarantee grants, Regents' Targeted Industries Training Grants and WIA Incumbent Worker Training funds.
- The Workforce Training Quality Initiative will allow the state to define quality programs and to determine how to streamline services and reduce unwarranted duplication within regions. In addition, this initiative will allow providers to become Centers of Excellence and to focus on their core competencies. The customer experience for the employer community will improve through ready identification of expert providers in particular service delivery or functional areas.
- Regional Customer Service Teams will be formed to coordinate outreach efforts to the employer community and to build their capacity to generate effective marketplace solutions.

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

Enterprise Center, Adams County

The task forces working under the ATIP Grant met in July to review their progress. The task force developing the curriculums for the three entrepreneurship camps is almost completed. This task force is developing curriculums for an elementary, middle school, and high school entrepreneurship camps. Additionally, the task force which is developing a one year course of study in entrepreneurship for career and technical centers is also basically done and should complete the project by the end of August. Also, good progress has been made by the SSCC group working to get three entrepreneurship classes for credit approved. Those classes are Introduction to Entrepreneurship, Opportunity Analysis, and Fast Track Business Plan. Staff members Peggy Roark and Kristi Hall, along with Dr. Peggy Chalker, are working extremely hard on this project and are to be commended for their efforts.

On July 25, John Joy and Russ Brewer met with the SBDC staff at Piketon and discussed possible workshop/seminar topics that might be good to offer in our area for the displaced workers at DHL. These would center on entrepreneurship, small business support, business start-up, marketing, business plan writing, and the changing markets and economy. Also at that meeting, the SBDC's new business plan competition, "Pitch Your Plan" was discussed. SSCC will partner with the SBDC to market, plan, and support the competition in our region. The regional finals will be held at The Gateway Center on February 24.

Small business consultations continue to go well at the Enterprise Center. In July, three different businesses held several consultation meetings to discuss various issues. One business is pre-venture, one business is seeking funding, and one business is a new start-up.

Truck Driving Academy

We are pleased to report the TDA finished the fiscal year with a modest surplus.

We have been approached by Hocking Technical College to partner with them to offer CDL training. On July 24th, Dr. McCall, Doug Edwards, Eddie Mullins and I visited their campus in Perry County and met with Charles Taylor, Dean of the Perry County campus. He is interested a partnership where we conduct the classroom training week at their location, and the backing and over-the-road training at or near our Piketon location. Since there is no investment expense involved, I would like to pursue obtaining a one (1) year Memo of Understanding as a pilot, and evaluate the results after a year.

Workforce Development

The DHL/ABX situation continued to get attention during the month of July. SSCC is providing some preliminary work on a Regional Innovative Grant, with Nicole Roades providing much of our contribution. The political strategy of keeping the situation

on the front page seems to be bearing some fruit, at least in the short term. Layoffs thought to begin in early July have not yet been formalized, at least in large enough numbers to trigger the usual State and Federal responses to displaced workers. We continue to support community efforts to respond to the ABX situation, and are constantly providing information and resources to other organizations and public officials.

I met with Neil Meermans, the Regional HR Manager of ITW Food Equipment group (Hobart) and coordinated a job opening posting for them with our Coordinator of Career Services, Rob Moffat.

Center for Business and Industry- July 2008

SUGAR CREEK PACKING COMPANY- CBI conducted 16 contact hours of Leadership Development training for six managers of the Washington Court House plant at the Fayette campus this month. Purpose of the training was to evaluate the content for potentially training the supervisors at four of the company's plants in Ohio. CBI continues to work with the management to develop a Leadership program to be delivered in the near future.

DOMTAR PAPER- 32 contact hours of Industrial Electricity training was provided to 11 employees of this Washington Court House Plant. This was a collaborative effort between Southern State Community College and Edison State Community College with Edison supplying the instructor and Southern State providing Targeted Industry Training Grant dollars.

HEALTHSOURCE OF OHIO- CBI and Jody Gray, SSCC Nursing Instructor met with the Human Resource Director at the South campus to plan instruction in Patient Lift procedures for employees at the various clinics throughout our service area. Training is expected to begin in September or October of this year.

MEADWESTVACO CAL-MAR- A proposal is being submitted to the company to provide training to the Assembly Maintenance staff of this Fayette County employer. It is believed that the training could begin in early September.

MASTER FEED MILL- CBI began talks with this Clinton County company this month to provide 8 contact hours of QuickBooks training to the office staff.

OIL DISTRIBUTING COMPANY- CBI is working with the Truck Driving Academy staff to provide training relating to the requirements of the Patriot Act as they relate to the trucking industry.

WORKFORCE SERVICES UNLIMITED- CBI is preparing a training package for a possible training program to be offered to persons impacted by the potential ABX/DHL situation in Clinton County. Scope of service will be similar to other training provided to other dislocated workers in the past, but could include additional workshops topics.

Center for Business and Industry- August 2008

MASTER FEED MILL- Training with Master Feed Mill, initially scheduled for this month, had to be postponed due to hardware issues at the company. SSCC Faculty member, Julia Basham, has provided consultative services to resolve the issue so that contracted training can proceed.

GREENFIELD PRODUCTS- CBI is working with Greenfield Products to plan some training on new processes that will make the company more competitive in the global market. Meetings will continue in September.

HEALTHSOURCE OF OHIO- Plans are being finalized to provide lift training to 100 employees of HealthSource at both Central and South campuses beginning in October. SSCC Nursing Faculty member, Jody Gray has developed the curriculum for the staff and will deliver the training.

MEADWESTVACO CALMAR- Planning for training of Assembly Maintenance staff is being finalized for training to begin in September at the Washington Court House plant.

Enterprise Center, Adams County

ATIP Grant

- Entrepreneurship Camps Task Force
 - The three entrepreneurship camp program curriculums are completed. The task force developed separate program curriculums for grades 3-5, grades 6-8, and one for high school students.

- Entrepreneurship Course of Study Task Force
 - The Entrepreneurship Course of Study is completed. This was developed as a 1 year stand alone program for high school seniors at Career and Technical Centers

- Entrepreneurship Credit Courses Task Force
 - The entrepreneurship credit courses are completed and have been sent to the curriculum committee. These courses are:
 - FastTrac® Business Plan
 - Opportunity Analysis
 - Funding Acquisition for Entrepreneurs
 - Legal Issues for Small Businesses
 - Introduction to Entrepreneurship
 - Innovation and Creativity
 - Effective Small Business Management

- The task force also sent a Computer Technology: Multimedia Major – Entrepreneurship Emphasis ATS Degree to the curriculum committee.
- Faculty members, Peggy Roark and Kristi Hall deserve the credit for moving this entrepreneurship initiative forward, along with the assistance of Dr. Peggy Chalker.

Business Plan Competition

SSCC will be partnering with the SBDC of OSU South Centers to market, plan, and support their new business plan competition called “Pitch Your Plan” in our region. The regional finals will be held at The Gateway Center on February 24.

Maysville Community and Technical College

On August 25, John, Russ, and Peggy Chalker, South Campus Director, met with Maysville Community College leadership to discuss working with them to offer courses in support of their Power Plant Operator programs.

Truck Driving Academy

We are pleased to report the TDA operated the first two months of the fiscal year with a modest surplus. The Chancellor commented favorably on the TDA’s efforts, and noted it might be considered a regional “center of excellence”.

We have been approached by Hocking Technical College to partner with them to offer CDL training. A short Memo of Understanding (MOU) was forwarded to the Dean of the Perry Campus, Charles Taylor for their review. He is interested a partnership where we conduct the classroom training week at their location, and the backing and over-the-road training at or near our Piketon location. Since there is no investment expense involved, I would like to pursue obtaining a one (1) year Memo of Understanding as a pilot, and evaluate the results after a year. We should be getting the signed MOU from them anytime, which will be forwarded for approval.

Workforce Development

The DHL/ABX situation continued to get attention during the month of August. With Nicole Roades providing much of the work, we completed a Regional Innovative Grant application, with the additional help of Bob Bowermeister of the Laurel Oaks campus of Great Oaks. We have since learned there are others underway and/or completed as well, and are waiting on a response from the Dept. of Labor regarding their level of interest in our RIG. In August, ABX announced the details of the severance package were completed, and the layoffs have started. The on-site transition center at ABX is up and running, staffed

largely with HR staff from ABX. We also completed and presented an update on our Workforce Development/Education sub-committee efforts to the Highland County ABX task force. We continue to support community efforts to respond to the ABX situation, and are constantly providing information and resources to other organizations and public officials.

An agreement was reached with Weastec to provide a series of assessments for a number of their technical positions, with the assessments to be conducted here at the Training Resource Center at the convenience of the employer.

Dean's Note

With the help of the CCS staff, a variety of reports and data were due at the State of Ohio during August. We are pleased to report we submitted non-credit revenue on behalf of CCS and Southern State Community College for fiscal year 2007-08 in excess of 2 million dollars. We anticipate a ranking statewide of no lower than 6th, based on the current preliminary reports. We will update everyone on this once the numbers are finalized. We also submitted our Performance Plan for the coming year, as well as short review of last year's efforts. The key points of these reports will be included in year end report for Dr. McCall due in early September.

John Joy continued to participate in Ohio Skills Bank efforts in region 7, as well as assist in coordinating some data gathering for the Stackable Certificate initiative.

John also accompanied Sherry and other SSCC faculty and officials on a very informative tour of Fayette County industry on August 20. Compliments to Rob Hedrick, Economic Development Director, for his efforts in arranging the visits.

SOUTHERN STATE COMMUNITY COLLEGE

AGENDA ITEM V.B
REPORT FROM VICE PRESIDENT
BUSINESS AND FINANCE

for the

Board of Trustees
September 10, 2008, Meeting



August 4, 2008

MEMORANDUM TO: Dr. Sherry Stout, President
The Board of Trustees

FROM: James Buck, Vice President Business and Finance

SUBJECT: July 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
 ONE MONTH ENDED JULY 31, 2008 (unaudited)

	FISCAL 09		FISCAL 08			
	ANNUAL BUDGET	07/31/08 Y-T-D	% OF BUDGET	07/31/07 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
REVENUE						
STATE SUBSIDY	5,893,593	491,132	8.3%	428,605	62,527	14.6%
STUDENT FEES	7,221,114	2,242,051	31.0%	2,176,428	65,623	3.0%
GRANTS & CONTRACTS	861,547	0	0.0%	0	0	#DIV/0!
OTHER INCOME	365,000	33,738	9.2%	30,573	3,165	10.4%
TOTAL REVENUE	14,341,254	2,766,921	19.3%	2,635,606	131,315	5.0%
EXPENDITURES						
INSTRUCTIONAL	7,087,149	488,871	6.9%	441,663	47,208	10.7%
RESEARCH	711	5	0.7%	0	5	#DIV/0!
COMMUNITY SERVICE	35,806	1,618	4.5%	1,548	70	4.5%
ACADEMIC SUPPORT	1,915,332	257,523	13.4%	232,261	25,262	10.9%
STUDENT SERVICES	1,757,971	226,369	12.9%	199,190	27,179	13.6%
INSTITUTIONAL SUPPORT	1,678,659	168,295	10.0%	142,545	25,750	18.1%
PLANT OPERATIONS	1,650,626	151,510	9.2%	116,309	35,201	30.3%
SCHOLARSHIPS	315,000	59,128	18.8%	2,307	56,821	2463.0%
TOTAL EXPENDITURES	14,441,254	1,353,319	9.4%	1,135,823	217,496	19.1%
ANNUAL SURPLUS/(DEFICIT)	(100,000)	1,413,602		1,499,783	(86,181)	-5.7%
AUXILIARY TRANSFER	100,000	-		-	-	
SURPLUS/(DEFICIT)	-	1,413,602		1,499,783	(86,181)	-5.7%

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

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	1,105,844	1,161,832	2,844,611	8,498		2,275,700	65,754	7,462,239
ACCTS. RECEIVABLE-STUDENTS(NET)	2,069,775							2,069,775
ACCTS. RECEIVABLE - OTHER	882,249	43,632	329,932					1,255,813
NOTES RECEIVABLE				9,198				9,198
INVENTORIES	9,035	240,894						249,929
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	19,270	25,454				447,832		44,724
EQUIPMENT						15,906,275		447,832
BUILDINGS AND IMPROVEMENTS					12,318	446,917		15,906,275
OTHER ASSETS								459,235
TOTAL ASSETS	4,086,173	1,471,812	3,174,543	17,696	12,318	19,076,724	65,754	27,905,020
LIABILITIES AND FUND BALANCES								
ACCOUNTS PAYABLE	73,894							73,894
SALES TAX PAYABLE		175						175
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHOLDINGS	(10,000)							(10,000)
ACCRUED PAYROLL	218,072							218,072
ACCRUED EXPENSES								0
DEFERRED REVENUE	0		871,819					871,819
OTHER LIABILITIES	44,935	(110)				5,586,679		5,631,504
DEFERRED COMPENSATION	587,579							587,579
NET INVESTMENT IN PLANT						13,490,045		13,490,045
FUND BALANCE/HELD IN CUSTODY	3,171,693	1,471,747	2,302,724	17,696	12,318		65,754	7,041,932
TOTAL LIAB. AND FUND BALANCES	4,086,173	1,471,812	3,174,543	17,696	12,318	19,076,724	65,754	27,905,020

SOUTHERN STATE COMMUNITY COLLEGE
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 3 OF 6
 STATEMENT OF CURRENT FUNDS, REVENUES, EXPENDITURES, AND OTHER CHANGES
 FOR THE PERIOD ENDED JULY 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	2,242,051		2,242,051		0	2,242,051
STATE APPROPRIATION	491,132		491,132		0	491,132
FEDERAL GRANTS AND CONTRACTS			0	568,767	568,767	568,767
STATE GRANTS AND CONTRACTS	0		0	739,484	739,484	739,484
LOCAL GRANTS AND CONTRACTS			0	73,337	73,337	73,337
PRIVATE GIFTS, GRANTS & CONTRACTS			0	500,532	500,532	500,532
SALES AND SERVICES		159,959	159,959		0	159,959
OTHER SOURCES	33,738		33,738		0	33,738
TOTAL EDUCA./GEN. REVENUE	2,766,921	159,959	2,926,880	1,882,120	1,882,120	4,809,000
EXPENDITURES AND MANDATORY TRANSFERS						
EDUCATIONAL AND GENERAL						
INSTRUCTIONAL	463,646		463,646	38,252	38,252	501,898
SEPARATELY BUDGETED RESEARCH	5		5		0	5
PUBLIC SERVICE	1,618		1,618	1,260,026	1,260,026	1,261,644
ACADEMIC SUPPORT	257,523		257,523	0	0	257,523
STUDENT SERVICES	100,244		100,244	6,954	6,954	107,198
INSTITUTIONAL SUPPORT	168,295		168,295	0	0	168,295
OPERATION/MAINTENANCE OF PLANT	151,510		151,510		0	151,510
SCHOLARSHIPS AND FELLOWSHIPS	59,128		59,128	606,279	606,279	665,407
TOTAL EDUCA./GEN. EXPENDITURES	1,201,969	0	1,201,969	1,911,511	1,911,511	3,113,480
AUXILIARY ENTERPRISES		165,133	165,133		0	165,133
TRANSFERS	151,350	0	151,350	(151,350)	(151,350)	0
TOTAL EXPENDITURES/TRANSFERS	1,353,319	165,133	1,518,452	1,760,161	1,760,161	3,278,613
NET INCREASE IN FUND BALANCES	1,413,602	(5,174)	1,408,428	121,959	121,959	1,530,387

SOUTHERN STATE COMMUNITY COLLEGE
 MONTHLY FINANCIAL STATEMENTS - EXHIBIT 4 OF 6
 AUXILIARY OPERATIONS
 FOR ONE MONTH ENDED JULY 31, 2008 (unaudited)

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	2,414	30,678	125,830	2,463	161,385
DISCOUNTS	0		(1,426)		(1,426)
COST OF SALES	1,745				1,745
GROSS MARGIN	669	30,678	124,404	2,463	158,214
ADMINISTRATIVE & GENERAL EXPENSES					
FACULTY FULL-TIME			24,212		24,212
FACULTY PART-TIME			8,683	1,525	10,208
ADMINISTRATIVE SALARIES	2,594	3,621	7,280	372	13,867
PART-TIME ADMINISTRATIVE SALARIES			1,231		1,231
SUPPORT STAFF SALARIES	1,955				1,955
PART-TIME SUPPORT STAFF SALARIES	866	18,312	0		19,178
FRINGE BENEFITS ALLOCATED	1,973	4,679	13,783	215	20,650
OFFICE SUPPLIES	23	116	835	9	983
PROGRAM SUPPLIES		2,760	1,995	0	4,755
FUEL			14,078		14,078
PRINTING SUP./PHOTOCOPYING	3	109	4	7	123
TRAVEL-CONFERENCE REIMBURSEMENT			15		15
TRAVEL-MILEAGE REIMBURSEMENT	43	640	698		1,381
STUDENT TEST AND TRAVEL			7,874		7,874
SPECIAL EVENTS			0		0
ADVERTISING		185	8,590		8,775
TELEPHONE	641	767	3,284		4,692
DUES & SUBSCRIPTIONS				0	0
POSTAGE	535	11	59	3	608
COMPUTER SERVICES					0
FACILITY RENTAL			5,384		5,384
STAFF DEVELOPMENT					0
UTILITIES			867		867
LICENSE AND CERTIFICATES			3,702		3,702
OTHER PROFESSIONAL FEES			9,804		9,804
EQUIPMENT GREATER THAN \$50	0		9,046		9,046
TOTAL ADMIN. AND GENERAL EXPENSES	8,633	31,200	121,424	2,131	163,388
SURPLUS/(DEFICIT)	(7,964)	(522)	2,980	332	(5,174)

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

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
JULY 2	AMERICAN ELECTRIC POWER	153369	\$7,353.69	UTILITIES
JULY 2	DAYTON POWER AND LIGHT CO	153372	\$5,368.77	UTILITIES
JULY 2	MODERN OFFICE METHODS	153379	\$5,492.73	RENTAL
JULY 2	OACC	153381	\$16,000.00	DUES
JULY 9	EBSCO SUBSCRIPTION SERVICES	153427	\$12,029.96	SUBSCRIPTION
JULY 9	EBSCO SUBSCRIPTION SERVICES	153430	\$10,228.38	SUBSCRIPTION
JULY 9	HOPEWELL JOBS FOR OHIO'S GRADUATES	153432	\$7,042.17	PROFESSIONAL FEES
JULY 9	OHIONET	153441	\$5,827.37	DUES
JULY 9	STEED HAMMOND PAUL	153443	\$10,640.70	PARKING LOT EXPENSES
JULY 15	MOODYS INVESTORS SERVICE	153459	\$15,250.00	EXPENSES
JULY 16	AMERICAN ELECTRIC POWER	153464	\$15,908.68	UTILITIES
JULY 16	ATI	153475	\$6,978.00	LAB SUPPLIES
JULY 16	GEOMETRICK LEARNING SYSTEMS	153498	\$6,350.00	PROFESSIONAL FEES
JULY 16	GLOCKNER OIL COMPANY	153499	\$5,204.23	GAS
JULY 16	JENZABAR/CMS	153504	\$100,401.25	MAINTENANCE
JULY 16	WRIGHT STATE UNIVERSITY	153548	\$15,407.00	MAINTENANCE
JULY 21	AT&T/905	153567	\$6,739.87	UTILITIES
JULY 21	BROWN CO 4H COMMITTEE	153572	\$5,533.77	SPECIAL EVENTS
JULY 21	EXCEL PARTNERSHIP INC	153577	\$7,560.00	PROFESSIONAL FEES
JULY 21	GLOCKNER	153582	\$7,104.31	SUPPLIES
JULY 21	MID-AMERICAN CLEANING CONTRACTORS INC	153593	\$19,006.60	PROFESSIONAL FEES
JULY 22	GONZALEZ SAGGIO & HARLAN	153615	\$16,000.00	BOND COUNSEL EXPENSES
JULY 22	ENDEAVOR CONSTRUCTION	153616	\$52,528.00	CONSTRUCTION
JULY 22	ADAMS COUNTY/OHIO VALLEY SCHOOLS	153617	\$6,313.21	SPECIAL EVENTS
JULY 22	DAYTON POWER AND LIGHT CO	153642	\$5,385.76	UTILITIES
JULY 22	OHIO LEARNING NETWORK	153666	\$18,785.00	LICENSE
JULY 22	OSU EXTENSION-BROWN COUNTY	153668	\$6,299.17	SALARY
JULY 22	OSU EXTENSION-BROWN COUNTY	153669	\$6,299.17	SALARY
JULY 29	HOPEWELL JOBS FOR OHIO'S GRADUATES	153963	\$8,832.30	PROFESSIONAL FEES
JULY 29	RESERVE ACCOUNT	153982	\$10,000.00	POSTAGE
JULY 30	ENDEAVOR CONSTRUCTION	154085	\$232,506.19	CONSTRUCTION

TOTAL \$654,376.28

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

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
JULY 2	NCB	\$1,000.00	SCHOLARSHIP
JULY 10	PEACE LUTHERAN	\$700.00	SCHOLARSHIP
JULY 15	NCB	\$1,000.00	SCHOLARSHIP
JULY 16	CLINTON FOUNDATION	\$1,000.00	SCHOLARSHIP
JULY 22	KNIGHTS OF COLUMBUS	\$500.00	SCHOLARSHIP
JULY 30	BALL CORPORATION	\$3,000.00	SCHOLARSHIP
TOTAL			\$7,200.00

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

ASSETS

Cash in Bank	199,728
Investments	
Cost Basis	2,170,131
Unrealized Gain	27,958
Market Value of Investments	2,198,089
Pledges Receivable	30,368
Other Assets	1,855
Total Assets	<u>2,430,040</u>

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities

Total Liabilities

NET ASSETS

Unrestricted
 Temporarily Restricted
 Permanently Restricted

Total Net Assets

Total Liabilities and Net Assets

-
-
10,185
64,425
2,355,430
<u>2,430,040</u>
<u>2,430,040</u>

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

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SSSC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
PERMANENTLY RESTRICTED:					
Col. Pommert Scholarship Fund	-	(128)	-	19,868	19,840
Fifth Third Bank Fund	-	(182)	-	28,478	28,296
Hodson Fund	-	(303)	-	47,224	46,921
Igo Fund	12	(67)	-	10,532	10,477
Jacobson Fund	-	(64)	-	9,981	9,917
Ladrach Fund	-	(55)	-	8,510	8,455
General Contribution Fund	-	(1,209)	-	188,647	187,438
Beck Fund	-	(41)	-	6,392	6,351
Hettle Nursing Scholarship Fund	-	(61)	-	9,455	9,394
Barthel Art Scholarship Fund	-	(77)	-	11,977	11,900
Daniels Fund	-	(60)	-	12,469	12,409
Stephen Bennet Scholarship Fund	-	(82)	-	12,772	12,690
Gene Worthington BCRW Fund	-	(162)	-	25,370	25,208
Douglas & Susan Seipelt Fund	-	(241)	-	37,670	37,429
Highland County Fund	-	(1,264)	-	197,455	196,191
Bagshaw Enterprises KFC Fund	-	(35)	-	5,417	5,382
Paul Neff Memorial Fund	-	(146)	-	22,827	22,681
Fender Scholarship Fund	-	(175)	(500)	27,885	27,210
Elmer & Helen Reed Fund	-	(9,429)	-	1,315,828	1,307,399
Joyce Fender Family Scholarship Fund	-	(93)	-	14,443	14,350
Pence Patron Arts	-	(927)	-	144,782	143,855
YouCan Fund	-	(611)	(3,600)	99,267	94,856
Elks Club Scholarship Fund	-	(139)	-	21,701	21,562
Dylan Philip Wilson Memorial Fund	-	(102)	-	15,960	15,858
Storer Endowment	-	(45)	-	7,065	7,020
Brett Wightman Memorial Scholarship Fu	-	(3)	-	526	523
Lawrence & Gale Dukes Fund	-	(463)	-	72,281	71,818
SUBTOTAL	12	(15,184)	(4,300)	2,374,902	2,355,430
TEMPORARILY RESTRICTED:					
Appalachian Gateway Fund	-	(21)	-	3,313	3,292
Payette Co. Schol. Fund	-	(42)	(17,607)	24,167	6,518
Performing Arts Fund	-	-	-	134	134
Weastec Fund	-	(3)	(12,124)	12,655	528
Hillsboro Ford Warner Fund	-	(63)	-	9,873	9,810
Cassner Foundation Fund	-	(193)	(1,000)	31,052	29,859
Patriot Center Capital Improvement	-	(41)	-	6,438	6,397
Dare WCH Schol	-	(8)	-	1,289	1,281
Leadership Highland Schol. Fund	-	-	-	-	-
Betty Chandler-Hospice of Hope	-	(43)	-	6,649	6,606
SUBTOTAL	-	(414)	(30,731)	95,570	64,425
UNRESTRICTED	1,689	(66)	10,925	(2,363)	10,185
General Contribution Fund	1,689	(66)	10,925	(2,363)	10,185
SUBTOTAL	1,689	(66)	10,925	(2,363)	10,185
GRAND TOTAL	1,701	(15,664)	(24,106)	2,468,109	2,430,040



September 4, 2008

MEMORANDUM TO: Dr. Sherry Stout, President
The Board of Trustees

FROM: James Buck, Vice President Business and Finance

SUBJECT: August 31, 2008 Financial Reports

Please review the accompanying Financial Reports. By the end of this month the majority of Fall Term enrollments will have been processed. At that point, based upon past experience, a solid projection of actual annual Student Fee Revenue will be possible. The FY 09 budget has included a 2.5% enrollment increase projection. A portion of our Fall Term enrollment has yet to be processed, including various early college programs. At this point, these numbers appear to be significant and the FY 09 Budget appears sound, but we need final Fall Term numbers to work from.

I have been working with the Ohio Board of Regents Subsidy Consultation for the FY 2010 and FY 2011 biennium. This group includes representatives from two and four year colleges and universities, the Ohio Board of Regents and the Office of Budget and Management. The group is advisory to the Chancellor. As of this date it appears that there will be a separate funding formula for the two and four year sectors. Fortunately for us it appears that the significant changes in the funding model that were recommended in 2006 may be fully implemented in FY 2010. This new model would be coupled with performance or qualitative measures that would related directly with the Chancellor's Strategic Plan.

Our Fayette Project is progressing well on schedule. Although we do not know at this point, there may be two field condition change orders that could exceed \$10,000. The first involves a catch basin reconfiguration on the north side of the project, which may cost approximately \$11,000. The second relates to additional code required fire protection in a mezzanine area of the existing mechanical room that could be as much as \$30,000. I will hopefully have photos of the project at the Board meeting.

Our Health Insurance Committee met for a two day training session offered free of charge by Dr. Greg Gascon, research specialist for the Ohio Education Association. The session offered practical recommendations to control healthcare cost increases and get the most out of a health insurance committee. There was some very good new information and it was reassuring to see that many of the recommendations are already being done. We plan to incorporate some of what was shared into our annual health fair, which is coming up in a few weeks.

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
 TWO MONTHS ENDED AUGUST 31, 2008 (unaudited)

	FISCAL 09		FISCAL 08			
	ANNUAL BUDGET	08/31/08 Y-T-D	% OF BUDGET	08/31/07 Y-T-D	ANNUAL CHANGE	ANNUAL % CHG
REVENUE						
STATE SUBSIDY	5,893,593	982,264	16.7%	857,210	125,054	14.6%
STUDENT FEES	7,221,114	2,888,621	40.0%	2,880,292	8,329	0.3%
GRANTS & CONTRACTS	861,547	215,386	25.0%	216,276	(890)	-0.4%
OTHER INCOME	365,000	71,716	19.6%	68,803	2,913	4.2%
TOTAL REVENUE	14,341,254	4,157,987	29.0%	4,022,581	135,406	3.4%
EXPENDITURES						
INSTRUCTIONAL	7,087,149	762,957	10.8%	701,970	60,987	8.7%
RESEARCH	711	5	0.7%	0	5	#DIV/0!
COMMUNITY SERVICE	35,806	4,898	13.7%	4,661	237	5.1%
ACADEMIC SUPPORT	1,915,332	416,859	21.8%	383,285	33,574	8.8%
STUDENT SERVICES	1,757,971	347,034	19.7%	318,105	28,929	9.1%
INSTITUTIONAL SUPPORT	1,678,659	295,575	17.6%	262,280	33,295	12.7%
PLANT OPERATIONS	1,650,626	278,551	16.9%	206,664	71,887	34.8%
SCHOLARSHIPS	315,000	61,784	19.6%	84,699	(22,915)	-27.1%
TOTAL EXPENDITURES	14,441,254	2,167,663	15.0%	1,961,664	205,999	10.5%
ANNUAL SURPLUS/(DEFICIT)	(100,000)	1,990,324		2,060,917	(70,593)	-3.4%
AUXILIARY TRANSFER	100,000	-		-	-	
SURPLUS/(DEFICIT)	-	1,990,324		2,060,917	(70,593)	-3.4%

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

ASSETS	GENERAL FUND	AUXILIARY FUND	RESTRICTED FUND	LOAN FUND	ENDOWMENT FUND	PLANT FUND	AGENCY FUND	TOTAL FUNDS
CASH AND INVESTMENTS	901,987	1,186,842	2,741,003	8,623		2,281,171	69,373	7,188,999
ACCTS. RECEIVABLE-STUDENTS(NET)	2,584,032							2,584,032
ACCTS. RECEIVABLE - OTHER	841,821	40,110	319,672					1,201,603
NOTES RECEIVABLE				9,073				9,073
INVENTORIES	8,183	224,125						232,308
DUE FROM OTHER FUNDS								0
PREPAID EXPENSES	16,667	23,140						39,807
EQUIPMENT						447,832		447,832
BUILDINGS AND IMPROVEMENTS						15,906,275		15,906,275
OTHER ASSETS					12,318	446,917		459,235
TOTAL ASSETS	4,352,690	1,474,217	3,060,675	17,696	12,318	19,082,195	69,373	28,069,164
LIABILITIES AND FUND BALANCES								
ACCOUNTS PAYABLE	(18,240)							(18,240)
SALES TAX PAYABLE		2,015						2,015
REFUNDS PAYABLE								0
PAYROLL TAXES AND WITHHOLDINGS	(10,000)							(10,000)
ACCRUED PAYROLL								0
ACCRUED EXPENSES								0
DEFERRED REVENUE	0		902,719					902,719
OTHER LIABILITIES	44,935					377,394		422,329
DEFERRED COMPENSATION	587,580							587,580
NET INVESTMENT IN PLANT						18,704,801		18,704,801
FUND BALANCE/HELD IN CUSTODY	3,748,415	1,472,202	2,157,956	17,696	12,318		69,373	7,477,960
TOTAL LIAB. AND FUND BALANCES	4,352,690	1,474,217	3,060,675	17,696	12,318	19,082,195	69,373	28,069,164

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

	UNRESTRICTED		RESTRICTED		TOTAL	
	EDUCATIONAL AND GENERAL	AUXILIARY ENTERPRISES	UNRESTRICTED TOTAL	EDUCATIONAL AND GENERAL	TOTAL RESTRICTED	TOTAL CURRENT FUNDS
REVENUES						
TUITION, FEES, STUDENT CHARGES	2,888,621		2,888,621		0	2,888,621
STATE APPROPRIATION	982,264		982,264		0	982,264
FEDERAL GRANTS AND CONTRACTS			0	645,346	645,346	645,346
STATE GRANTS AND CONTRACTS	215,386		215,386	813,845	813,845	1,029,231
LOCAL GRANTS AND CONTRACTS			0	110,964	110,964	110,964
PRIVATE GIFTS, GRANTS & CONTRACTS			0	538,800	538,800	538,800
SALES AND SERVICES		340,841	340,841		0	340,841
OTHER SOURCES	71,716		71,716		0	71,716
TOTAL EDUCA./GEN. REVENUE	4,157,987	340,841	4,498,828	2,108,955	2,108,955	6,607,783
EXPENDITURES AND MANDATORY TRANSFERS						
EDUCATIONAL AND GENERAL						
INSTRUCTIONAL	730,431		730,431	221,068	221,068	951,499
SEPARATELY BUDGETED RESEARCH	5		5		0	5
PUBLIC SERVICE	4,898		4,898	1,395,196	1,395,196	1,400,094
ACADEMIC SUPPORT	416,859		416,859	0	0	416,859
STUDENT SERVICES	184,404		184,404	28,551	28,551	212,955
INSTITUTIONAL SUPPORT	295,575		295,575	0	0	295,575
OPERATION/MAINTENANCE OF PLANT	278,551		278,551		0	278,551
SCHOLARSHIPS AND FELLOWSHIPS	61,784		61,784	682,098	682,098	743,882
TOTAL EDUCA./GEN. EXPENDITURES	1,972,507	0	1,972,507	2,326,913	2,326,913	4,299,420
AUXILIARY ENTERPRISES		345,560	345,560		0	345,560
TRANSFERS	195,156	0	195,156	(195,156)	(195,156)	0
TOTAL EXPENDITURES/TRANSFERS	2,167,663	345,560	2,513,223	2,131,757	2,131,757	4,644,980
NET INCREASE IN FUND BALANCES	1,990,324	(4,719)	1,985,605	(22,802)	(22,802)	1,962,803

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

	BOOKSTORE	DAYCARE	CCS	CONT. ED	TOTAL
REVENUE	35,917	54,999	245,896	5,517	342,329
DISCOUNTS	20		(1,508)		(1,488)
COST OF SALES	25,495				25,495
GROSS MARGIN	10,442	54,999	244,388	5,517	315,346
ADMINISTRATIVE & GENERAL EXPENSES					
FACULTY FULL-TIME			49,445		49,445
FACULTY PART-TIME			24,967	2,275	27,242
ADMINISTRATIVE SALARIES	5,189	7,241	14,560	744	27,734
PART-TIME ADMINISTRATIVE SALARIES			2,467		2,467
SUPPORT STAFF SALARIES	3,910				3,910
PART-TIME SUPPORT STAFF SALARIES	1,642	37,583	0		39,225
FRINGE BENEFITS ALLOCATED	3,933	9,359	28,898	275	42,465
OFFICE SUPPLIES	35	410	887	9	1,341
PROGRAM SUPPLIES		6,267	2,473	0	8,740
FUEL			30,695		30,695
PRINTING SUP./PHOTOCOPIING	5	163	6	44	218
TRAVEL-CONFERENCE REIMBURSEMENT			15		15
TRAVEL-MILEAGE REIMBURSEMENT	43	1,262	857		2,162
STUDENT TEST AND TRAVEL			13,803		13,803
SPECIAL EVENTS			0		0
ADVERTISING		185	13,145		13,330
TELEPHONE	889	1,081	5,458		7,428
DUES & SUBSCRIPTIONS				0	0
POSTAGE	743	22	119	12	896
COMPUTER SERVICES					0
FACILITY RENTAL			9,827		9,827
STAFF DEVELOPMENT					0
UTILITIES			1,232		1,232
LICENSE AND CERTIFICATES			8,353		8,353
OTHER PROFESSIONAL FEES			14,110		14,110
EQUIPMENT GREATER THAN \$50	0		15,427		15,427
TOTAL ADMIN. AND GENERAL EXPENSES	16,389	63,573	236,744	3,359	320,065
SURPLUS/(DEFICIT)	(5,947)	(8,574)	7,644	2,158	(4,719)

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

CHECK DATE	VENDOR	CHECK NO.	CHECK AMOUNT	DESCRIPTION
AUG 1	AMERICAN ELECTRIC POWER	154102	\$6,444.76	UTILITIES
AUG 1	ASSOCIATED INSURANCE AGENCIES INC	154104	\$27,768.00	INSURANCE
AUG 1	COLEMAN & COMPANY	154112	\$6,292.00	INVENTORY
AUG 1	COMPUSA GOV'T/ED	154114	\$6,163.76	EQUIPMENT
AUG 6	COMPUSA GOV'T/ED	154171	\$5,998.79	EQUIPMENT
AUG 6	MODERN OFFICE METHODS	154188	\$5,492.73	RENTAL
AUG 6	MODERN OFFICE METHODS	154191	\$5,492.73	RENTAL
AUG 6	MRK TECHNOLOGIES	154192	\$19,035.00	DUES
AUG 8	HESKETT INSURANCE AGENCY	154251	\$10,825.00	INSURANCE
AUG 8	INFINUM LLC	154252	\$7,267.50	PROFESSIONAL FEES
AUG 13	AMERICAN ELECTRIC POWER	154270	\$17,039.91	UTILITIES
AUG 13	COMPUSA GOV'T/ED	154293	\$30,981.27	EQUIPMENT
AUG 13	HESKETT INSURANCE AGENCY	154307	\$12,024.00	INSURANCE
AUG 19	COMPUSA GOV'T/ED	154386	\$14,738.98	EQUIPMENT
AUG 19	DAYTON POWER AND LIGHT CO	154388	\$5,057.82	UTILITIES
AUG 19	MID-AMERICAN CLEANING CONTRACTORS INC	154405	\$19,006.60	PROFESSIONAL FEES
AUG 26	AMERICAN ELECTRIC POWER	154434	\$6,810.68	UTILITIES
AUG 26	COMPUSA GOV'T/ED	154446	\$21,120.00	EQUIPMENT
AUG 26	COMPUSA GOV'T/ED	154447	\$38,552.19	EQUIPMENT
AUG 26	OSU EXTENSION-BROWN COUNTY	154479	\$6,299.17	SALARY
AUG 26	SERVICE WHOLESAL INC	154485	\$10,750.57	INVENTORY
AUG 26	STEED HAMMOND PAUL	154489	\$8,317.80	PROFESSIONAL FEES
AUG 28	COMPUSA GOV'T/ED	154548	\$26,974.78	EQUIPMENT
AUG 28	COMPUSA GOV'T/ED	154546	\$25,704.00	EQUIPMENT
AUG 28	APPLE INC	154541	\$6,082.00	EQUIPMENT
TOTAL				\$350,240.24

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

RECEIPT DATE	DONOR	CHECK AMOUNT	DESCRIPTION
AUG 4	FIELDER & BETTY PITZER	\$500.00	SCHOLARSHIP
AUG 4	EASTERN STAR	\$550.00	SCHOLARSHIP
AUG 4	GREENFIELD SCHOOLS	\$2,000.00	SCHOLARSHIP
AUG 5	MODERN WOODMAN	\$500.00	SCHOLARSHIP
AUG 5	ALTRUSA INTERNATIONAL	\$500.00	SCHOLARSHIP
AUG 5	COLLEGE ADVANTAGE	\$925.00	SCHOLARSHIP
AUG 7	HIGH CO RETIRED TEACHERS	\$600.00	SCHOLARSHIP
AUG 11	GREENFIELD SCHOOLS	\$500.00	SCHOLARSHIP
AUG 11	ACT	\$2,500.00	SCHOLARSHIP
AUG 11	HIGH CO 4-H	\$1,500.00	SCHOLARSHIP
AUG 12	ADAMS CO/OH VALLEY SCHOOL	\$1,500.00	SCHOLARSHIP
AUG 12	HIGH CO SOCIETY FOR CHILDREN & ADULTS	\$466.00	SCHOLARSHIP
AUG 18	HUDSON MEDICAL	\$5,000.00	SCHOLARSHIP
AUG 18	GREATER CIN FOUNDATION	\$500.00	SCHOLARSHIP
AUG 18	NATIONAL BANK	\$500.00	SCHOLARSHIP
AUG 19	COLLEGE ADVANTAGE	\$693.00	SCHOLARSHIP
AUG 19	MIAMI TRACE	\$750.00	SCHOLARSHIP
AUG 20	HOME BLDG & LOAN	\$250.00	SCHOLARSHIP
AUG 26	HIGH CO SOCIETY FOR CHILDREN & ADULTS	\$648.69	SCHOLARSHIP
AUG 26	COLLEGE ADVANTAGE	\$650.00	SCHOLARSHIP
TOTAL			\$21,032.69

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

ASSETS

Cash in Bank	196,975
Investments	
Cost Basis	2,170,131
Unrealized Gain	35,371
Market Value of Investments	2,205,502
Pledges Receivable	30,368
Other Assets	1,855
Total Assets	<u>2,434,700</u>

LIABILITIES AND NET ASSETS

LIABILITIES

Other Liabilities

Total Liabilities

NET ASSETS

Unrestricted

Temporarily Restricted

Permanently Restricted

Total Net Assets

Total Liabilities and Net Assets

	-
	-
Unrestricted	9,689
Temporarily Restricted	64,633
Permanently Restricted	2,360,378
Total Net Assets	<u>2,434,700</u>
Total Liabilities and Net Assets	<u>2,434,700</u>

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

FUNDS	CONTRIBUTIONS	INVESTMENT RETURN	TRANSFER TO SCCC	BEGINNING FUND BALANCE	CURRENT FUND BALANCE
PERMANENTLY RESTRICTED:					
Col.Pommet Scholarship Fund	-	(64)	-	19,968	19,904
Fifth Third Bank Fund	-	(91)	-	28,478	28,387
Hodson Fund	-	(152)	-	47,224	47,072
Igo Fund	24	(34)	-	10,552	10,522
Jacobson Fund	-	(32)	-	9,991	9,949
Ladrach Fund	-	(27)	-	8,510	8,483
General Contribution Fund	-	(604)	-	188,647	188,043
Beck Fund	-	(20)	-	6,392	6,372
Hottle Nursing Scholarship Fund	-	(30)	-	9,455	9,425
Barthel Art Scholarship Fund	-	(39)	-	11,977	11,938
Daniels Fund	-	(40)	-	12,489	12,449
Stephen Bennet Scholarship Fund	-	(41)	-	12,772	12,731
Gene Worthington BCRW Fund	-	(81)	-	25,370	25,289
Douglas & Susan Seipelt Fund	-	(121)	-	37,670	37,549
Highland County Fund	-	(632)	-	197,455	196,823
Begshaw Enterprises KFC Fund	-	(17)	-	5,417	5,400
Paul Neff Memorial Fund	-	(73)	-	22,827	22,754
Fender Scholarship Fund	-	(87)	(500)	27,885	27,298
Elmer & Helen Reed Fund	-	(4,214)	-	1,315,828	1,311,814
Joyce Fender Family Scholarship Fund	-	(46)	-	14,443	14,397
Pence Patron Arts	-	(464)	-	144,782	144,318
YouCan Fund	-	(314)	(6,450)	99,267	92,503
Elks Club Scholarship Fund	-	(69)	-	21,701	21,632
Dylan Phillip Wilson Memorial Fund	-	(51)	-	15,960	15,909
Storer Endowment	-	(22)	-	7,065	7,043
Brett Wightman Memorial Scholarship Fu	-	(2)	-	526	524
Lawrence & Gale Dukes Fund	-	(231)	-	72,281	72,050
SUBTOTAL	24	(7,598)	(6,950)	2,374,902	2,360,378
TEMPORARILY RESTRICTED:					
Appalachian Gateway Fund	-	(10)	-	3,313	3,303
Fayette Co. Schol. Fund	-	(21)	(17,607)	24,167	6,539
Performing Arts Fund	-	-	-	134	134
Weastec Fund	-	(2)	(12,124)	12,655	529
Hillsboro Ford Warner Fund	-	(31)	-	9,873	9,842
Cassner Foundation Fund	-	(96)	(1,000)	31,052	29,956
Patriot Center Capital Improvement	-	(21)	-	6,438	6,417
Dare WCH Schol	-	(4)	-	1,289	1,285
Leadership Highland Schol. Fund	-	-	-	-	-
Betty Chandler Hospice of Hope	-	(21)	-	6,649	6,628
SUBTOTAL	-	(208)	(30,731)	95,570	64,633
UNRESTRICTED	2,102	(85)	9,985	(2,365)	9,689
General Contribution Fund	2,102	(85)	9,985	(2,365)	9,689
SUBTOTAL	2,102	(85)	9,985	(2,365)	9,689
GRAND TOTAL	2,126	(7,683)	(27,696)	2,468,109	2,434,700

September 10, 2008 Meeting of SSCC Board

SOUTHERN STATE COMMUNITY COLLEGE

Board Bylaws and Policy Manual
Outline

(Ohio Revised Code and Administrative Code)

- 1) Board of Trustees
 - a) Appointment, Powers and Authority
 - b) Mission/Goals
 - c) Officers/Treasurer
 - d) Meetings
 - e) Committees
 - f) Ethics/Conflicts of Interest

- 2) President and Chief Executive Officer
 - a) Appointment Powers and Authority

- 3) Financial
 - a) The Biennium and the Budget

- 4) Sunshine Laws
 - a) Open Meetings/Executive Session
 - b) Public Records

- 5) Rules

- 6) Role of the Attorney General

- 7) Miscellaneous
 - a) Travel, Mileage



Planned Steps to Address Textbook Concerns

1. Clarify and communicate the primary role of faculty and faculty secretary in the development and maintenance of the Adopted Text Book List. This also includes the monitoring of new editions, based upon information received directly from the publisher, and information received from the publisher by the Bookstore while ordering. The Adopted Textbook List will be finalized as soon as possible to allow students to explore alternative sources.
2. Bookstores will order as always from the Adopted Textbook List, but will now maximize the utilization of used books.
3. The only exception will continue to be when an adequate number of old editions are not available.
4. Sell both new and used books on a first come-first serve basis
5. Extend bookstore hours on Monday and Tuesday of the second week of classes to 6:00 p.m. to provide working students additional opportunities to purchase books.
6. Bookstores will continue to close for lunch, but times will be based upon the specific campus's class schedule, seeking to be closed while the majority of students are in class.
7. Utilizing additional part-time staff to improve service and maximize access.
8. Begin the implementation of a college buy-back programs for selected texts beginning Fall 08, and expanded in the future.
9. Continue to work on the effort to have the textbook name and ISBN added to class lists.
10. Plan follow-up and assessment of these and other initiatives relating to textbooks,

Expectations

Efforts to enhance affordability and service will be ongoing. It is anticipated that, once a comprehensive college buy-back program is in place, a student that purchases used books and takes full advantage of the buy- back program, their costs could be reduced by more than 30%.