

AGENDA ITEM III  
CONSIDERATION OF MINUTES

for the

Board of Trustees  
May 13, 2009, Meeting

**Southern State Community College  
Board of Trustees**

**April 8, 2009, Meeting**

The regular monthly meeting of the Southern State Community College Board of Trustees was held in room 115 in the Training Resource Center on the Central Campus of Southern State Community College Wednesday, April 8, 2009.

**Call to Order and Roll Call**

At 7:00 p.m., Chairman Ward called the meeting to order. Roll Call was as follows:

**Present:**

Trustee Kay Ayres  
Trustee Donald Gephart  
Trustee Paul Hall  
Trustee Rory Ryan  
Trustee Ralph Shell, Vice Chairman  
Trustee James Ward, Chairman

**Absent:**

Trustee John B. Houser, J.D.  
Trustee Patricia Griffiths  
Trustee Vicki Wilson, Ph.D.

**Consideration of Agenda**

Trustee Ayres moved and Vice Chairman Shell seconded that the Agenda be approved. All were in favor.

09.07

**Consideration of Minutes**

Trustee Hall moved and Vice Chairman Shell seconded that the Minutes of the March 11, 2009, Meeting be adopted. Roll Call Vote was as follows:

**Minutes**

**Yes:**

Trustee Gephart  
Trustee Hall  
Trustee Shell

**Abstain:**

Trustee Ayres  
Trustee Ryan  
Trustee Ward

09.08

The motion failed; the Minutes will be considered at the next meeting.

**Monitoring Confirmation**

*President's Report*

The President added the following items to her April 2009 written report to the Board of Trustees.

- Former Trustee Ernest McFarland will be recognized at the OACC Annual Meeting on May 15 for either the *Maureen C. Grady Award* or the *Outstanding Achievement in Trusteeship Award*.

- Two employees, Carol Callahan and Judith Creeger, have notified the College of their plans to retire.
- The increase in enrollment this spring quarter is spread evenly across campuses and is due not only to the economy but to new academic program initiatives as well.
- Trustees were reminded of the filing deadline for the Ethics Disclosure Statement.

***Report of Vice President of Business and Finance Report***

In addition to the written February and March 2009 Financial Reports, the Vice President of Business and Finance reported the following:

- With increased enrollment comes increased revenue at 12 to 13 percent, which will be used to help fully equip the science labs at the Fayette Campus. Bookstore revenue is up as well.
- An individual tried to take over \$3000 worth of books from the South Campus Bookstore. The Brown County Prosecutor is handling this matter.
- Corporate and Community Services' year to date revenue is at \$179,000.
- Foundation investment returns had a slight positive return this past month.

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

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

Trustee Ayres  
Trustee Gephart  
Trustee Hall  
Trustee Ryan  
Trustee Shell  
Trustee Ward

09.09

**Nominating Committee**

Trustee Ayres reported the Nominating Committee met; on behalf of the Committee, she moved and Trustee Hall seconded that current Chairman, Jim Ward, continue as Chairman, and the current Vice Chairman, Ralph Shell, continue as Vice Chairman. Roll Call Vote was as follows:

YES, Chairman and Vice Chairman:

Trustee Ayres  
Trustee Gephart  
Trustee Hall  
Trustee Ryan  
Trustee Shell  
Trustee Ward

09.10

**Personnel Committee**

Trustee Hall reported the Personnel Committee met; on behalf of the Committee, he moved and Trustee Ayres seconded that all full-time non-faculty contracts be renewed with a 3 percent salary increase, effective July 1, 2009. Roll Call Vote was as follows:

YES, Salary Increase as Stated Above:

Trustee Ayres  
Trustee Gephart  
Trustee Hall  
Trustee Ryan  
Trustee Shell  
Trustee Ward

09.11

The Personnel Committee will meet at 5 p.m. on May 13, 2009, prior to the May Board Meeting.

### **Finance Committee**

Vice Chairman Shell reported the Finance Committee met; on behalf of the Committee, he moved and Trustee Ayres seconded that the Board approve the attached Fiscal Year 2010 Budget Projection.

Roll Call Vote was as follows:

YES, Budget:

Trustee Ayres  
Trustee Gephart  
Trustee Hall  
Trustee Ryan  
Trustee Shell  
Trustee Ward

09.12

### **Discussion: SSI, OCOG, Tuition**

The President reported the College held a legislative briefing earlier in the day to talk with legislators about issues that are of concern to the College including changes to the Ohio College Opportunity Grant (OCOG), tuition adjustments, college collaborations and the State Share of Instruction (SSI). Documents from that meeting were provided. The importance of contacting our legislators and the governor about these issues was stressed. To date, approximately 60 SSCC students have sent letters to their legislators.

Regarding the SSI, it was noted this is the first year two- and four-year colleges will have separate funding formulas. The formula was described. The budget the Board approved earlier this evening includes the new formula with no tuition increase.

Proposed changes to the OCOG were discussed. The proposal would change how financial aid is applied to pay a student's tuition. Under the new language, the Federal Pell Grant would be applied first and the OCOG would be applied second. Thus eliminating the refund a student received previously that enabled the student to pay for books, living and travel expenses. As a result, the student may need to apply for additional loans or may not attend college. Currently the OCOG is applied first, and the Pell Grant is applied second; after a student's tuition is paid, the student receives a refund to be used for expenses other than tuition. It was pointed out this proposed change would not be a savings to the state or federal government but rather it would be an expense to our students.

Except for levy schools, SSCC's tuition is the second lowest in the state. A recap of SSCC's tuition for the past ten years will be prepared for the Board's review at the next meeting.

The Ohio Association of Community College's (OACC) position is to assure equity in funding in all sectors, and as such, is working to make sure that the community colleges are treated equitably.

In support of OACC President Ron Abrams, Trustee Ryan moved and Trustee Ayres seconded that the Southern State Community College Board of Trustees support Dr. Abrams as he seeks fair and equitable treatment for Ohio Community Colleges. Roll Call Vote was as follows:

YES:  
Trustee Ayres  
Trustee Gephart  
Trustee Hall  
Trustee Ryan  
Trustee Shell  
Trustee Ward

09.13

### **Next Meeting**

The next Regular meeting of the Board of Trustees will be held at the South Campus May 13, 2009, at 6 p.m. The Personnel Committee will meet at 5 p.m. that day prior to the Board Meeting. A schedule of future board and committee meetings will be presented to the Board at the next meeting.

### **Other**

Trustee Hall expressed appreciation to the South Campus staff for hosting a recent meeting of the Board of Elections for a nine-county region.

Trustee Gephart thanked everyone for their hard work which is reflected in the enrollment numbers. He also shared thoughts and comments about continually improving the online education process as compared to the efficient production of the automobile and shipping industries. A copy of his speech is on file with the Board Secretary.

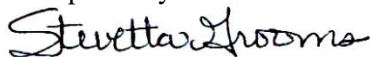
### **Adjournment**

At 7:51 p.m., Trustee Ryan moved and Vice Chairman Shell seconded that the meeting be adjourned. All were in favor.

09.14

NOTE: Copies and/or originals of all documents referenced throughout the Minutes are on file (BOARD OF TRUSTEES•April 8, 2009•meeting) in the President's Office unless otherwise noted. The meeting was audio taped as well.

Respectfully submitted



Stevetta Grooms

Attachment: FY 2010 Budget Projection

SOUTHERN STATE COMMUNITY COLLEGE  
 FISCAL YEAR 2010 BUDGET PROJECTION  
 AS OF 3/31/09

	FY 09 BUDGET REVISED	FY 10 BUDGET PROJECTION	\$ Chg	% Chg
<b>REVENUE</b>				
STATE SUBSIDY	5,893,593	6,183,889	290,296	4.93%
STUDENT FEES	7,396,217	8,328,050	931,833	12.60%
GRANTS & CONTRACTS	773,438	773,438	-	0.00%
OTHER INCOME	295,000	295,000	-	0.00%
<b>TOTAL REVENUE</b>	<b>14,358,248</b>	<b>15,580,377</b>	<b>1,222,129</b>	<b>8.51%</b>
<b>EXPENDITURES</b>				
INSTRUCTIONAL	7,067,644	7,821,683	754,039	10.67%
RESEARCH	699	711	12	1.72%
COMMUNITY SERVICE	39,137	36,105	(3,032)	-7.75%
ACADEMIC SUPPORT	1,984,416	2,051,528	67,113	3.38%
STUDENT SERVICES	1,712,644	1,836,740	124,095	7.25%
INSTITUTIONAL SUPPORT	1,719,800	1,813,178	93,378	5.43%
PLANT OPERATIONS	1,618,908	1,805,432	186,524	11.52%
SCHOLARSHIPS	315,000	315,000	-	0.00%
<b>TOTAL EXPENDITURES</b>	<b>14,458,248</b>	<b>15,680,377</b>	<b>1,222,129</b>	<b>8.45%</b>
<b>ANNUAL SURPLUS/(DEFICIT)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>-</b>	<b>0.00%</b>
<b>AUXILIARY TRANSFER</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>0.00%</b>
<b>SURPLUS/(DEFICIT)</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>0.00%</b>

**SOUTHERN STATE COMMUNITY COLLEGE  
MINUTES OF THE MEETING  
OF THE BOARD OF TRUSTEES  
March 11, 2009**

The regular monthly meeting of the Southern State Community College Board of Trustees was held in room 115 in the Training Resource Center on the Central Campus of Southern State Community College on Wednesday, March 11, 2009.

**Call to Order and Roll Call**

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

**Present:**

Trustee Donald Gephart  
Trustee Patricia Griffiths  
Trustee Paul Hall  
Trustee John B. Houser, J.D.  
Trustee Ralph Shell, Vice Chairman  
Trustee Vicki Wilson, Ph.D.

**Absent:**

Trustee Kay Ayres  
Trustee Rory Ryan  
Trustee James Ward, Chairman

**Consideration of Agenda**

A report from Trustee Gephart was added to the Agenda. Trustee Wilson moved and Trustee Houser seconded that the Agenda be approved with the addition. All were in favor.

09.03

**Consideration of Minutes**

Trustee Houser moved and Trustee Griffiths seconded that the Minutes of the January 26, 2009, Meeting be adopted. Roll Call Vote was as follows:

**YES, Minutes:**

Trustee Gephart  
Trustee Griffiths  
Trustee Hall  
Trustee Houser  
Trustee Shell  
Trustee Wilson

09.04

**Monitoring Confirmation**

*President's Report*

The following items were added to the President's March 2009, written report to the Board of Trustees.

- The secretary will contact Trustees to arrange Nominating, Personnel and Finance Committee meetings.
- Vice President of Student Affairs and Enrollment Management James Bland shared results of a test that was conducted to determine the effectiveness of the switchboard; results revealed no problems
- The Board received a copy of the Graphics Standards Manual.
- The PN Pinning Ceremony will be March 20, at 7 p.m.
- The Dean of Corporate and Community Services has implemented cost saving measures by moving the Truck Driving Academy office operations to the Central Campus; classroom settings will remain at the North Campus in Wilmington.
- Information was presented to the Board about the following grants for which the College has applied.
  - Economic Development Grant
  - Agriculture Business Tech Incubator Grant in Conjunction with Wilmington College
- The Board received a copy of This Week at Southern State, a weekly employee newsletter developed by Public Relations Director Kris Cross, which will be sent weekly via email to SSCC employees and the Board of Trustees.

***Report of Vice President of Business and Finance Report***

In addition to the written February and March 2009, Financial Reports, the Vice President of Business and Finance reported on:

- Funding Model
- Fayette Campus Construction Project

Lastly, Executive Director of Planning Nicole Roades presented a district map that displayed from where SSCC enrollments are coming.

Trustee Hall moved and Trustee Houser seconded that the President’s Report and the Vice President of Business and Finance Report be accepted. Roll Call Vote was as follows:

YES, President’s and Vice President of Business and Finance Reports:  
 Trustee Gephart  
 Trustee Griffiths  
 Trustee Hall  
 Trustee Houser  
 Trustee Shell  
 Trustee Wilson

09.05

**Engage Ohio Trustees**

Trustee Gephart shared the attached comments he made at a meeting with the Board of Regents and Chancellor Fingerhut concerning what it will take “to fully engage Ohio’s 330 trustees in creating an unprecedented collective legacy of leadership and excellence for Ohio’s public institutions and statewide system of higher education.”

**Procedures Regarding Death of a Student**

Procedures in the event of the death of a current/former student or applicant were shared with the Board.



## **One Voice Legislative Summit/OCOG Funding**

Vice President of Student Affairs and Enrollment Management spoke about:

- OCOG funding and distributed written comments from several students regarding OCOG funding.
- He recognized several students in attendance who reported on their experience at the One Voice Legislative Summit and presented them a certificate for their participation in the Summit.
- He shared an article about the Patri-Tots Learning Center receiving a 100 percent compliance rating.

### **Next Meeting**

The next Regular meeting of the Board of Trustees will be held on April 8, 2009, in room 115 in the Training Resource Center.

### **Adjournment**

There being no further business, at 6:38 p.m., Trustee Houser moved and Trustee Hall seconded that the meeting be adjourned. All were in favor.

09.06

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Respectfully submitted



Stevetta Grooms

Attachment: Trustee Gephart's Comments

**“What will it take to fully engage Ohio’s 330 trustees in creating an unprecedented collective legacy of leadership and excellence for Ohio’s public institutions and statewide system of higher educations?”**

We need a participative process based on; communication, shared goals, shared values and A DESIRE FOR EXCELLENCE.

We need a cyber space place where all trustees can bring their problems and ideas and post them so other trustees can piggyback or suggest solutions to these problems or ideas.

We need a group of 5 to 7 people to set up and use a problem solving process to systematically solve the most important problems. This group needs to follow an established process for solving problems. For example:

1. Share perceptions of the situation
2. Define the problem and the goal
3. Identify potential causes
4. Collect and analyze data
5. Agree on criteria
6. Brainstorm possible solutions
7. Use criteria to analyze solutions
8. Choose best solution
9. Identify hindrances
10. Plan action steps
11. Implement plan
12. Evaluate successes

I feel with such a process implemented correctly we could succeed beyond our dreams.

During the 1<sup>st</sup> World War a suggestion box was placed in American factories to solicit ideas from the workers, those having the most experience with making the products. The goal was to manufacture faster, better, and less expensive products to support our soldiers and the war effort. The program was a huge success and was instrumental in winning the war. It was again implemented in World War 2 with the same results.

I believe we can take advantage of a similar program today by creating a cyber space where the trustees can suggest ideas and solutions to problems. I believe every Trustee wants to help the education system be all it can be. The Trustees need a place and a process to have their ideas heard, evaluated, considered and possibly implemented.

We have the knowledge, the people, and the tools to do this.

My mother use to tell me it is a sorry dog that won’t wag his own tail.

The cyber space should also contain a space listing the problems that have been solved there.

The cyber space should also have a place where good stories are told about students who have graduated from school and done well in life or became famous. We need to tell everyone about our successful graduates.

Chancellor Fingerhut stated we all need to be working together.

When he said that it reminded me of a story I once read in Napoleon Hill's **The Law of Success**:

“There was a man who had seven sons who were always quarreling among themselves. One day he called them together and informed them that he wished to demonstrate what the lack of co-operative effort meant. He had prepared a bundle of seven sticks which he had carefully tied together. One by one he asked his sons to take the bundle and break it. Each son tried, but in vain. Then he cut the strings and handed one stick to each of his sons and asked him to break it over his knee. After the sticks had all been broken, with ease, he said:

When you boys work together in a spirit of harmony you resemble the bundle of sticks, and no one can defeat you; but when you quarrel among yourselves, anyone can defeat you one at a time.”

Let us not compete against each other. Let us be like the seven brothers, share and work together.

We need to become centers of excellence. We need to meet the demands of today's businesses.

For example, we need to produce the curriculum for a degree in salesmanship. Colleges have degrees for marketing, and communication, but none for salesmanship. People produce seminars and are making millions of dollars each year filling this void for businesses. No college offers a degree in salesmanship. Every business in the world needs salesmen! We could become the place where everyone wants to go to receive this degree. We need to develop degrees for the specific needs of businesses.

There are so many areas that we can become excellent in. We do not need to compete against one another, but strive to be excellent in each degree we offer.

Organized effort while working together and continually striving for excellence will give us the ability and power to have the best educational system in America.

Don Gephart  
Trustee, Southern State Community College