

**Southern State Community College  
Board of Trustees**

**June 12, 2009, Meeting**

The regular monthly meeting of the Southern State Community College Board of Trustees was held in room 184 on the Central Campus of Southern State Community College Friday, June 12, 2009.

**Call to Order and Roll Call**

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

<b>Present:</b>	<b>Absent:</b>
Trustee Kay Ayres (arrived during Executive Session)	None
Trustee Donald Gephart	
Trustee Patricia Griffiths	
Trustee Paul Hall	
Trustee John B. Houser, J.D.	
Trustee Rory Ryan	
Trustee Ralph Shell, Vice Chairman	
Trustee James Ward, Chairman	
Trustee Vicki Wilson, Ph.D.	

**Consideration of Agenda**

Trustee Ayres moved and Trustee Wilson seconded that an Executive Session be added to the Agenda. All were in favor.

09.21

**Executive Session**

At 4:31 p.m., Trustee Ryan moved and Trustee Wilson seconded that the Board go into Executive Session for personnel reasons. Roll Call Vote was as follows:

**YES, Executive Session:**  
Trustee Gephart  
Trustee Griffiths  
Trustee Hall  
Trustee Houser  
Trustee Ryan  
Trustee Shell  
Trustee Ward  
Trustee Wilson

09.22

## Regular Session

At 4:47 p.m., Trustee Hall moved and Trustee Gephart seconded that the Board return to Regular Session. Roll Call Vote was as follows:

YES, Regular Session:

Trustee Ayres  
Trustee Gephart  
Trustee Griffiths  
Trustee Hall  
Trustee Houser  
Trustee Ryan  
Trustee Shell  
Trustee Ward  
Trustee Wilson

09.23

## Consideration of Minutes

Trustee Hall moved and Trustee Ayres seconded that the Minutes of the May 13, 2009, Meeting be adopted. Roll Call Vote was as follows:

Yes, Minutes:

Trustee Ayres  
Trustee Gephart  
Trustee Griffiths  
Trustee Hall  
Trustee Houser  
Trustee Ryan  
Trustee Shell  
Trustee Ward  
Trustee Wilson

09.24

## Monitoring Confirmation

### *President's Report*

In addition to the June 2009 written Report, the President presented the following information.

- Diana Febo, Manager of the One-Stop Center on Fayette Campus, has announced her plans to retire effective August 31, 2009, after having served the College for 23 years.
- Trustees were reminded of the September 2 Fayette Open House, which will follow the September Board Meeting.
- Summer enrollment figures were reviewed.
- It was announced a weekend schedule has been added to the fall schedule.
- The Medical Assisting Program met requirements for its reaccreditation.

- Semester conversion is being planned for fall of 2012 at an estimated cost of \$150,000 spread over a period of three to five years. The Ohio Association of Community Colleges is assisting community colleges in the conversion in terms of training and best practices.
- A new graduated pay scale for adjunct faculty is being created. The scale would recognize an individual's degree and hours at SSCC. Instead of installing this in one year, the new pay scale would offer an increase of \$25 per credit hour per year.
- It is possible the budget for Jobs Challenge will be cut. This budget funds the College's customized business training.

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

In addition to the written May 2009 Financial Report, the Vice President of Business and Finance presented bids received from three bidders for custodial services and recommended the bid from Mid American, the lowest bidder and provider of the current custodial services, be accepted.

Trustee Ayres moved and Trustee Hall seconded the bid from Mid American be accepted. Roll Call Vote was as follows:

Yes, Mid American Bid:  
 Trustee Ayres  
 Trustee Gephart  
 Trustee Griffiths  
 Trustee Hall  
 Trustee Houser  
 Trustee Ryan  
 Trustee Shell  
 Trustee Ward  
 Trustee Wilson

09.25

Vice Chairman Shell moved and Trustee Wilson 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 Griffiths  
 Trustee Hall  
 Trustee Houser  
 Trustee Ryan  
 Trustee Shell  
 Trustee Ward  
 Trustee Wilson

09.26

## Personnel Committee

It was reported the Personnel Committee met earlier and reviewed the Employee Policy and Information Manual. The Manual will be available to employees through the College's Web site and on a CD. The Manual will change constantly, and as these changes occur, they will be brought before the Board for approval. Trustee Wilson moved and Trustee Gephart seconded the Employee Policy and Information Manual be approved.

Roll Call Vote was as follows:

Yes, Employee Policy and Information Manual:

Trustee Ayres  
Trustee Gephart  
Trustee Griffiths  
Trustee Hall  
Trustee Houser  
Trustee Ryan  
Trustee Shell  
Trustee Ward  
Trustee Wilson

09.27

## Next Meeting

The next Regular Meeting of the Board of Trustees will be held on the Fayette Campus, at 5 p.m., September 2, 2009, prior to the Fayette Campus Open House.

## Adjournment

At 5:05 p.m., Trustee Houser moved and Trustee Gephart seconded that the meeting be adjourned. All were in favor.

09.28

NOTE: Copies and/or originals of all documents referenced throughout the Minutes are on file (BOARD OF TRUSTEES•June 12, 2009•meeting) in the President's Office unless otherwise noted. The meeting was audio taped as well.

Respectfully submitted



Stevetta Grooms