

Southern State Community College

Board of Trustees

December 8, 2010, Regular Meeting

The Regular monthly meeting of the Southern State Community College Board of Trustees was held Wednesday, December 8, 2010, in room 106 on the Central Campus of Southern State Community College.

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

Present:

Trustee Michelle Cimis
Trustee Judith Craig
Trustee Paul Hall
Trustee Ben Houser
Trustee Donald Moore
Trustee Leilani Popp
Trustee Rory Ryan
Trustee Vicki Wilson, Vice Chair

Absent:

Trustee Kay Ayres, Chair

Consideration of Agenda

Trustee Popp moved and Trustee Cimis seconded that the agenda be approved as submitted. All were in favor.

10.49

Consideration of Minutes

Trustee Craig moved and Trustee Cimis seconded that the November 10, 2010, Minutes be adopted as presented. The motion carried with seven in favor and one abstention.

10.50

Monitoring Confirmation

President's Report

President Boys asked those in attendance to join him in observing a moment of silence in memory of Bill Horne. He thanked those involved in making Bill's memorial a meaningful and fitting service.

President Boys highlighted some of the areas in his written report as follows.

- *Strategic Vision Planning.* Trustees were encouraged to visit the strategic vision communication web page that has been created. It includes a video of the all-college meeting where Dr. Boys

spoke to faculty and staff about the vision, an interactive blog and a brief survey with questions about involvement.

- *January Retreat/Meeting.* The dates of January 23-24 have been selected for the retreat/meeting.
- *Lindsey Wilson Partnership.* Congratulations were expressed to the nine students who will graduate with a master's degree from Lindsey Wilson College through its partnership with Southern State Community College.
- *Student Success.* Trustees were asked, if they haven't already, to review the information provided in the President's written report on Tutoring and Disability Services.

In addition, President Boys announced Southern State Community College, in conjunction with the Highland County Chamber of Commerce, will hold a quarterly meeting (Coffee and Commerce) with legislators, which will provide opportunity to interface with the business community. President Boys will inform Trustees when the meetings are scheduled.

President Boys reported he attended SSCC's annual high school counselor program at Fayette Campus earlier today. The purpose of the program is to provide a College update to area counselors. Of the 23 high schools in SSCC's district, 18 were represented. Appreciation was expressed to Lisa Copas, Director of Recruitment, for coordinating the program.

President Boys informed the Board that the Ohio Association of Community Colleges is preparing a proposal to present to Governor Elect Kasich related to the next biennium budget. Individuals involved in working on the proposal from the state's 23 community colleges include four trustees, of which Chairwoman Ayres is one, and four presidents.

A question was raised on the Emergency Medical Program section of the President's written report. Dr. Boys assured the Board the program is accredited and steps have been taken to address the areas of concern.

President Boys introduced Kathe Chaney and Karee Shaw, Site Administrators of the Southern State Community College Patri-Tots Learning Centers. They provided a historical overview of the PTLC, a snapshot of a child's day at the center and spoke about the positive influence the PTLC has on the lives of the children it serves.

Vice President of Business and Finance Report

Vice President of Business and Finance Jim Buck directed the Board's attention to a bound copy of the Fiscal Year 2010 Audited Financial Report provided in the Board Packet and noted it contains an unqualified opinion. He stated the auditors also reviewed the Financial Aid records and the Foundation records in addition to the College Financial records. Dr. Boys added there was no management letter and applauded the work of the Business and Financial Aid offices for such a clean audit.

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

YES, Monitoring Reports:

Trustee Cimis
Trustee Craig
Trustee Hall
Trustee Houser

Trustee Moore
Trustee Popp
Trustee Ryan
Trustee Wilson

10.51

Consideration of FY 2011 Revised Budget

Vice President of Business and Finance Jim Buck proposed a revised budget for FY 2011, which, he noted, reflects an increase of eight-tenths of 1 percent. He explained an adjustment for a reduced state funding and increased enrollment make up the eight-tenths of 1 percent. Trustee Moore moved and Trustee Cimis seconded the Board approve the following Revised Budget for FY 2011:

FY 2011 BUDGET - MID YEAR REVISION	
REVENUE	BUDGET
STATE SUBSIDY	\$ 7,399,600
STUDENT FEES	12,056,438
OTHER INCOME	175,000
TOTAL REVENUE	\$19,631,038
EXPENDITURES	
INSTRUCTIONAL	\$ 9,355,427
RESEARCH	211
COMMUNITY SERVICE	38,928
ACADEMIC SUPPORT	2,858,974
STUDENT SERVICES	2,478,466
INSTITUTIONAL SUPPORT	2,347,464
PLANT OPERATIONS	2,051,568
SCHOLARSHIPS	500,000
TOTAL EXPENDITURES	\$19,631,038
ANNUAL SURPLUS/(DEFICIT)	0

Roll Call Vote was as follows:

YES, FY 2011 Revised Budget:	
Trustee Cimis	Trustee Moore
Trustee Craig	Trustee Popp
Trustee Hall	Trustee Ryan
Trustee Houser	Trustee Wilson

10.52

A brief discussion followed about SSCC's tuition being the lowest among Ohio's non-levied colleges and the importance of promoting the incredible bargain of tuition that is less than \$4000. In an effort to connect Trustees to their home counties and to give them opportunities to promote the college, Trustees will be kept informed of Southern State programs in their local high schools.

Board Policy Manual Committee Report

Vice Chairwoman Wilson reported the Board Policy Manual Committee, comprised of Trustees Ayres, Popp and Wilson, with President Boys' support, is working to update the Board Policy Manual. She stated the current rules and regulations, including duties of the Board of Trustees, were adopted in 1974,

and reviewed the status of previous updates that had not been adopted. President Boys has prepared an updated draft of the Policy Manual dated September 28, 2010. The Committee seeks to present to the Board of Trustees a revised manual that meets the following goals:

- Updates the functions and responsibilities of the Board to match current practice,
- States the functions and responsibilities in ways that are straightforward, focused, defensible and actionable,
- Builds on the good work of Board members who compiled the earlier documents as well as the draft prepared by President Boys, and
- Complies with the rules and regulations of the Office of the Attorney General.

The committee plans to share and discuss this work with the Trustees at the retreat in January.

Consideration of 2012-13 Academic Calendar

Upon recommendation of the Calendar Committee and concurrence of the President, Trustee Popp moved and Trustee Craig seconded the following Academic Calendar for 2012-13 be approved.

Academic Calendar 2012-13

<i>AUTUMN SEMESTER</i>	<i>2012-13</i>
Classes Begin	August 27 (Monday)
Classes End	December 8 (Saturday)
Finals	December 10 - December 15 (Monday - Saturday)
Semester Ends	December 15 (Saturday)
Holidays/No Classes	
Labor Day	September 3 (Monday)
Autumn Break - No Classes	October 5 – 6 (Friday – Saturday)
Columbus Day	October 8 (Monday)
Veteran’s Day	November 12 (Monday - observed)
Thanksgiving	November 21- 24 (Wednesday-Saturday)
Campus Closed	December 24 – January 1
 <i>SPRING SEMESTER</i>	 <i>2012-13</i>
Classes Begin	January 7 (Monday)
Classes End	April 27 (Saturday)
Finals	April 29 – May 4 (Monday-Saturday)
Semester Ends	May 4 (Saturday)
Holidays	
M.L. King Day	January 21 (Monday)
President’s Day	February 18 (Monday)
Spring Break	March 4 – 9 (Monday – Saturday)
Graduation	May 3 (Friday)
 <i>SUMMER SEMESTER</i>	 <i>2013</i>
Classes Begin	May 13 (Monday)
Classes End	August 3 (Saturday)
Holidays	
Memorial Day	May 27 (Monday)
Independence Day	July 4 (Thursday)

Note: The College may have accelerated terms with the Summer Semester based on program needs.

<i>AUTUMN SEMESTER</i>	<i>2013-14</i>
Classes Begin	August 19 (Monday)

Roll call vote was as follows:

YES, 2012-13 Academic Calendar:

Trustee Cimis
Trustee Craig
Trustee Hall
Trustee Houser

Trustee Moore
Trustee Popp
Trustee Ryan
Trustee Wilson

10.53

Discussion of 2011 Board Meeting Dates

President Boys presented a 2011 Board Meeting schedule, which Chairwoman Ayres and he prepared. The schedule proposed a 6 p.m. meeting the second Wednesday of each month except July and August and the June meeting being scheduled Friday, June 10, prior to graduation exercises. As there are several new trustees, they thought it would be appropriate to raise the question to see if 6 o'clock on the second Wednesday of the month is preferred by the Trustees.

Trustee Ryan moved and Trustee Houser seconded the 2011 Meeting Schedule be accepted as presented without a July and August meeting. Roll Call Vote was as follows:

Meeting Schedule without July and August Meeting

YES:

Trustee Houser
Trustee Ryan

NO:

Trustee Cimis
Trustee Craig
Trustee Hall
Trustee Moore
Trustee Popp
Trustee Wilson

10.54

Trustee Hall moved and Trustee Popp seconded the 2011 Meeting Schedule be accepted including a July meeting and excluding an August meeting as follows:

- January 23-24, 2011 – Meeting/Retreat
- Wednesday, February 9, 2011, 6:00 p.m.
- Wednesday, March 9, 2011, 6:00 p.m.
- Wednesday, April 13, 2011, 6:00 p.m.
- Wednesday, May 11, 2011, 6:00 p.m.
- Friday, June 10, 2011, Meeting/Graduation
- July 13, 2011, 6 p.m.
- August 2011, No Meeting
- Wednesday, September 14, 2011, 6:00 p.m.
- Wednesday, October 12, 2011, 6:00 p.m.
- Wednesday, November 9, 2011, 6:00 p.m.
- Wednesday, December 14, 2011, 6:00 p.m.

Roll Call Vote was as follows:

Meeting Schedule Including July Meeting and Excluding August Meeting

YES:

Trustee Cimis
Trustee Craig
Trustee Hall
Trustee Moore
Trustee Popp
Trustee Wilson

NO:

Trustee Houser
Trustee Ryan

10.55

Next Meeting

The Board of Trustees will meet January 23-24 at Murphin Ridge Inn.

Adjournment

At 7:03 p.m., Trustee Houser moved and Trustee Ryan seconded the meeting be adjourned.

NOTE: Copies and/or originals of all documents referenced throughout the minutes are on file (BOARD OF TRUSTEES•December 8, 2010•meeting) in the president's office unless otherwise noted. The meeting was audio recorded as well.

Respectfully submitted



Stevetta Grooms