

Southern State Community College

January 2011 President's Report to the Board of Trustees

Dr. Kevin Boys, President

Strategic Visioning and 2011 Goals

One of the results of the board's retreat and meeting should be a confirmation of the strategic vision that has emerged during the past three months along with the strategic goals of the college for the next 12 months. I look forward to an in-depth discussion during the retreat.

KZF Facility Assessment

KZF has completed its initial inspection and assessment of systems at the college and has been working with senior staff to refine the process for thoroughly engaging staff and faculty in the program aspect of assessing our facilities. We have identified individuals who will participate in initial surveys and follow-up meetings with the architects. We will also ensure that all faculty and staff have an opportunity to provide direct input. We will also be working with KZF to include student input as well.

President's Activities and Involvement

Since my last report, I have been involved in the following meetings and events:

- Hillsboro Rotary Club Meeting
- OACC Center for Development Director
- Great Oaks Council Meeting
- Lynchburg-Clay Superintendent Retirement Event
- Area High School Counselor Meeting and Luncheon Hosted by SSCC
- Highland County WIA Board
- Leadership Adams County
- High AIMS (High Achievement in Math and Science)
- Southern Ohio ESC Area Superintendents Meeting
- EDA Grant
- Respiratory Care Graduation
- Congressman Turner Holiday Reception
- Meeting with Fayette County Foundation Board Member David Morrow
- Law Enforcement Graduation
- US Bank Donation Representative
- Visits to Campuses on First Week of Winter Quarter Classes
- Facilities Assessment with KZF
- OACHE Annual Meeting
- Faculty Senate
- SOCHE Board Meeting

Academic Affairs Report

Faculty Selection

Lucinda Gibson has been selected as a faculty member in the medical assisting program. She will be filling the position left open when Dr. Carry DeAtley became the dean of technical and career education. Lucinda has been an adjunct in the allied health and medical assisting programs for two years and is a Southern State Community College medical assisting and phlebotomy alumni. Lucy's experience in phlebotomy, as well as her administrative, clinical and trauma experience as a medic in the Persian Gulf, will serve her well in her new role.

Bruce Fugate, RN, EMT-P, has been selected, and has accepted, the position of faculty member in the nursing program. Bruce has worn several hats at Southern State Community College since he graduated from the SSCC nursing program in 1989. Bruce started the emergency medical services program at SSCC in 1999 and was EMS program director until spring 2010. Bruce has also been coordinator of patient simulation lab since 2006. Bruce completed a B.S. in healthcare management in 2007. He is in his eighth year as a full-time faculty member at SSCC. Bruce expects to complete an M.S.N. in June 2011.

Another faculty position selection to announce would be Rhonda Davis, CMA(AAMA), RMA(AMT), GXMO, as the new medical assisting program director. Rhonda has been with SSCC for a total of eight years, with five years as an adjunct, four years as practicum coordinator and three years teaching clinical and administrative courses full time. Rhonda has 15 years in the medical assisting field in various specialties (family practice, internal medicine, pediatrics, OB/GYN, podiatry, psychiatry, chiropractic and Ohio Valley Schools medical staff) and has experience in supervisory, administrative and clinical roles. Rhonda is currently enrolled in classes with Franklin University's allied healthcare management program.

Additionally, Sarah Crump, whose position was extended to her in October, began with Southern State this quarter in the English department. Sarah comes to the college from the Cleveland area where she has an extensive career in journalism, including 12 years with the *Cleveland Plain Dealer* and eight years with *The Cleveland Press*. She has taught at numerous higher education institutions including Lakeland Community College, Cuyahoga Community College and Notre Dame College. Sarah also operated her own freelance writing business for more than a decade.

Distance Education Coordinator

Benjamin Filla has been selected and accepted the new position of distance education coordinator. Benjamin currently serves as an instructional technologist for Missouri University of Science and Technology. He has also served as a visiting instructor and web assistant for Miami University Middletown and a research analyst at Vanderbilt University. Ben has served his community through coaching youth and volunteering with the Muscular Dystrophy Association, United Way and Relay for Life, to name a few.

Program Accreditation

The medical assisting program (MAST) has received a continuing accreditation with the Medical Assisting Education Review Board (MAERB). The MAST program received a 10-year accreditation, the longest accreditation possible for the program. The next visit by MAERB will be April 2019. The program has done an excellent job as verified by the following statement in the accreditation letter received from MAERB: *“The MAERB recognizes you and your colleagues for your commitment to continuous quality improvement in medical assisting education...”* The program director and faculty members of the MAST program are to be commended for their hard work and dedication for this achievement.

Corporate and Community Services

Truck Driving Academy

Enrollment in December was four students. December is typically lean, averaging about 18 the past three years, but this is the first single digit TDA enrollment month in the past five years. March 1, 2011, remains the target for an increase in tuition, from \$3,995 to \$4,495. The tuition has not been increased since August 2007. January and February are typically low-enrollment months, so the upcoming tuition increase will be used as an incentive to increase enrollment during the first two months of 2011.

As reported in December, Lewis Snyder, TDA part-time financial analyst, resigned to take a full-time position with his former employer, International Harvester in Springfield. There are no plans to replace the position at this time. Replacement will be considered when the financial outlook improves. Four part-time TDA instructors were laid off from work effective Dec. 13 to further efforts to reduce costs. The curriculum for a 600-hour TDA program is continuing to be assembled, in conjunction with pursuit of the possibility of obtaining approval for Pell grants for TDA training. This would open up a new source of students, but some challenges to profitability in a 600-hour program need to be overcome.

Staff reports indicate other CDL schools are experiencing low enrollment; more information is being sought.

TDA instructors conducted several two-hour training sessions for SSCC staff and coaches in safe operation of the transit van that was recently purchased.

Workforce Development

The initial resource board meeting of the Highland County Enterprise Initiative (HCEI) was conducted on Dec. 8. The resource board works closely with Enterprise Facilitator Sid Raisch to provide free, confidential assistance to new and existing entrepreneurs. New members with expertise in any area of small business are welcome.

John Joy and Tom Payton represented the college at a two-day education and health fair held at the New Sabina plant on Dec. 8 and 9.

Contract work was completed in December to Weastec that included time study and flow efficiency analysis on all three shifts for a limited segment of their operation. The analysis, along with findings and recommendations, was presented and accepted by Weastec officials.

Continuing Education & CCS Notes

Please note the short summary to the right regarding the continuing education open enrollment, non-credit course offerings that were offered recently. The high number of continuing education classes at South Campus compared to the other campuses is due to the robust fine arts program that is well established on that campus. Other similar institutions are seeing a decline in their open enrollment programs for non-credit, so the approach taken to date for continuing education at SSCC is being re-evaluated.

With the exception of the fine arts offerings at South Campus, only two continuing education courses had enough enrollment to conduct the course. One of these was at South Campus (landscaping) and the other was at Central Campus (instant guitar).

A series of non-credit courses offered in partnership with the University Alliance is now available. Efforts continue to expand the range of non-credit, workforce-related, online courses SSCC can offer. These courses have been developed by such prestigious institutions as Villanova University, the University of San Francisco, and Tulane University. The online training partnership with Command Spanish produced enrollment in December for the first time in months.

Southern State has been selected by Connect Ohio as a sub-award recipient to provide basic, introductory computer training to the five counties comprising the SSCC service area. Arrangements for instructors and facilities to provide the training are underway, and a regional meeting for the project was held at the Central Campus on Dec. 8.

Enterprise Center

Consulting

There were three business consultations:

- Dec. 1 – Janitorial Service, established
- Dec. 1 – Pet Store, pre-venture
- Dec. 1 – Adult Foster Care, established

Collaboration

Coordinator Russ Brewer participated in the following meetings:

- Dec. 7 – Leadership Adams Board of Directors meeting, Winchester
- Dec. 8 – Connect Ohio Every Citizen Online Project meeting, Central Campus
- Dec. 10 – Early Warning Network Program Meeting, Piketon

Continuing Education Summary Spring and Fall 2010

College-wide Totals

Total offerings – 50
Total enrollments – 71
Total offerings cancelled – 48

Campus Breakdowns

Fayette Campus

Total offerings – 5
Total enrollments – 4
Total cancelled offerings – 5

North Campus

Total offerings – 10
Total enrollments – 3
Total cancelled offerings – 10

South Campus

Total offerings – 19
Total enrollments – 55
Total cancelled offerings – 18

Central Campus

Total offerings – 16
Total enrollments – 9
Total cancelled offerings – 15

Planning

Be Your First-Choice College

Employees were recently invited to participate in a short survey designed to gauge their level of commitment to the vision and their potential engagement. The results indicate a high level of commitment and engagement in the overall vision—95 percent of respondents (42) felt as though they could find a place in the vision. Other notable responses are outlined in the comprehensive survey analysis and will be included in the retreat materials.

In the coming weeks an implementation team will be established and charged with advancing the vision across the institution. This, a carefully considered team, will represent the group which “holds feet to the fire” per se through their attentiveness to the aspects of the vision. In conjunction with the formation of the implementation team, specific work groups will be developed to begin addressing specific action items associated with the other bold steps identified to support the vision.

Assessment

Community College Survey of Student Engagement (CCSSE)

This winter, the college will once again participate in a national survey designed to measure student engagement. A critical component of the college’s institutional assessment efforts, this survey provides vital information about student’s learning environment and the college’s educational practices. This survey is administered on a bi-annual basis. The 2009 survey revealed several areas in which Southern State was above the mean in comparison to other colleges (financial support, care for dependents of students, and financial advising) as well as some areas in which the college was below the mean (participation in community-based projects, use of email to communicate with instructor, conversations about diversity, use of career counseling, and satisfaction with job placement). Collecting this data allows the college to take specific action in relation to items that are important to students. In the 2011 results, the college will be particularly interested in the extent to which students are using career counseling, job placement, and tutoring and also their satisfaction with job placement assistance. Results will be available July 2011.

Student Affairs/Enrollment Management

Financial Aid

To date, the financial aid department has disbursed \$9,602,452 in financial aid for the summer and fall quarters only. This is compared to last academic year’s summer and fall disbursements of \$7,112,705—an increase of \$2,489,747.

In early December, four financial aid staff members attended the Federal Student Aid Conference. This conference is designed to train college/university staff members as it pertains to the new regulations

that will be in effect on July 1, 2011. There are several changes that will affect the college, and financial aid office staff will begin writing new policies and procedures in order to comply with the new regulations for the coming 2011-12 academic year.

Also, Jan. 1 began the application process for the 2011-12 academic year. All students will have to apply or re-apply for financial aid for the coming year, and the entire process will begin again. The office staff will be busy creating new student budgets, forms and processes to accommodate the new policies for 2011-12.

January is known in Ohio as “Financial Aid Awareness Month.” The director of financial aid is scheduled to present to most of our five county high schools’ seniors and families during this month. The office will end their presentations by hosting a nationwide event known as “College Goal Sunday.” This event is held the same Sunday across the country and is designed to assist high school seniors and their families with completing and submitting the Free Application for Federal Student Aid (FAFSA). The event is scheduled for Feb. 13, 2011. SSCC is one of 14 colleges in Ohio to host the event.

Career Services

The coordinator of career services is currently receiving training to become the Southern State Community College point of contact for the Ohio Benefit Bank.

Supported through a public-private partnership between the Office of the Governor and the Ohio Association of Second Harvest Foodbanks (OASHF), the Ohio Benefit Bank is an Internet-based, counselor-assisted service that connects low- and moderate-income families to tax credits and work supports. As a response to the declining economic plight facing thousands of Ohioans, the Ohio Benefit Bank connects individuals and families to the support they need.

Tutoring Services

Twenty tutors and staff participated in an orientation at Central Campus on Thursday, Dec. 9 to receive updates and tutor training. At the conclusion of the orientation, the tutoring staff was joined by members from other departments, who assisted in the implementation of the new tutoring center, for an appreciation luncheon.

The coordinator and tutor specialist have prepared a new eDirectory for both winter quarter labs and one-on-one sessions and have conducted one-on-one orientations for new tutors at all four campuses. There are 22 tutors for the current term. At the end of the first week of winter quarter, 38 students had requested a tutor.

To promote the services of the tutoring center, the coordinator and tutor specialist presented and distributed information about tutoring at SSCC to the members of the Faculty Senate on Friday, Jan. 7.

Final usage update for fall quarter is as follows: 268 students have requested tutoring, 232 one-on-one sessions and 586 open lab sessions have been conducted, and 53 eTutoring sessions were conducted out of the allotment of 100 sessions for the quarter.

The tutoring center will continue to monitor usage in an attempt to meet student needs. Staff members are committed to finding ways to reach students who would benefit and to devise ways to provide follow-up activities that would determine the impact tutoring has on student success and retention rates.

Patri-Tots Learning Centers

Fiscal Year-to-Date Tuition Discount Totals:

\$ 553.84	Sibling discounts
\$1,204.70	Student discounts
<u>\$10,590.00</u>	Employee discounts
\$12,348.54	

Enrollment

Winter Quarter 2011 enrollment is slightly ahead compared to the same time period last year. As of Jan. 6, headcount stands at 3,505 (a 3.9-percent increase), and FTE stands at 2,576.07 (a 1.6-percent increase). The full enrollment spreadsheet is attached.

Attachment(s)

- Enrollment Spreadsheet

SOUTHERN STATE COMMUNITY COLLEGE

QUARTERLY ENROLLMENT REPORT

WINTER 2010-11

	CENTRAL		NORTH		SOUTH		FAYETTE		DIST		TOTAL		TOTAL		TOTAL	
	CR HRS		CR HRS		CR HRS		CR HRS		CRHRS		CR HRS		FTE		HEADCT	
DATE	09-10	10-11	09-10	10-11	09-10	10-11	09-10	10-11	09-10	10-11	09-10	10-11	09-10	10-11	09-10	10-11
11/15		5207		1523		3409		2309		3560		16008		1067.20		1433
11/16	4286		1056		3088		1450		2501		12381		825.40		1056	
11/19		9196		3107		5652		4017		4919		26891		1792.73		2409
11/20	9903		2727		5587		3190		4168		25575		1705.00		2184	
11/23	10295	9635	2896	3288	5705	5861	3389	4379	4343	5017	26628	28180	1775.20	1878.67	2286	2526
11/25	10950		3345		6036		3737		4522		28590		1906.00		2474	
12/6		11240		4206		6777		5515		5457		33195		2213.00		2976
12/8	12214		4365		6814		4094		4876		32363		2157.53		2824	
12/15	12885		4782		7085		4425		5027		34204		2280.27		3015	
12/22		12951		4955		7319		6055		5731		37011		2467.40		3358
01/03		13056		4951		7606		6217		5843		37673		2511.53		3444
1/05	14067		5121		7788		5748		5287		38011		2534.07		3372	
1/06		13584		5091		7955		6625		5386		38641		2576.07		3505
% Increase*		-3%		0%		2%		15%		1%		1%		1%		3%
Winter 10 Final	13985		5059		7879		5692		4469		37084		2472.27		3263	

* Percentages are shown in whole numbers without rounding up or down.