

Southern State Community College

November 2012 President's Report to the Board of Trustees

Dr. Kevin Boys, President

Ethics Training

Mia Meucci Yaniko from the Ohio Attorney General's office will be here at 4:30 p.m. in Room 107 on Central Campus, prior to the Board Meeting, to provide ethics training for those who are required to complete it. For those unable to attend, the Ohio Ethics Commission sponsors several opportunities throughout the year.

Draft Board of Trustee Meeting Calendar for 2013

The draft calendar for 2013 is comprised largely of corresponding dates to the 2012 calendar with one exception. You will note that because of the late date of the extended January meeting (Jan. 27-28), we propose foregoing a February meeting and scheduling a March meeting (March 13).

Brown County Campus Plans

BHDP Architecture is in the process of completing the schematic design phase and the required review by the State Architect's office. Since the last update, although the facility retains all of the elements from the program design and the key room adjacencies, the final schematic design is a two-story facility. When the one-story was modeled in a number of ways, the building seemed to lose the distinctive, strong presence we were seeking. The BHDP presentation made at the most recent Brown County Campus planning meeting is included for those who are not a part of the Long-range Planning/Facilities Committee of the Board.

Tuition Cap Resolution

A memo from Chancellor Petro is included, bringing resolution to the question of the tuition cap for the current academic year. It informs the College that we are in compliance.

President's Activities and Involvement

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

- Higher Education Funding Commission Meetings
- Hillsboro Rotary Club
- WSRW Radio Education Spotlights
- Meeting with OBOR Chancellor Petro
- Meeting with Dayton Power & Light Representatives
- Ready for College Working Group Meetings
- Recruiting and Marketing Project Team Meeting

- Great Oaks President and Marketing Director Meeting
- Hillsboro PAS Technologies Visit
- Franklin University Partnership Video
- Jenzabar EX Conversion Meeting
- Highland County Chamber of Commerce After Hours
- Greenfield Green Energy Planning Meeting
- Brown County Replacement Campus Meetings
- OACC Presidents' Meeting
- Celebrity Waiter Duty for Highland County YMCA
- SSCC Foundation Board Annual Meeting
- Highland County Chamber Board Meeting
- Academic Library Association of Ohio Annual Meeting
- Student Success Committee
- *High Schools That Work* Board Meeting
- Meeting with Representatives from Indiana Wesleyan University
- SSCC Advisory Breakfast
- SOCHE Executive Committee
- Faculty Senate
- GE Peebles Visit
- Student Focus Group Meetings on Proposed Tobacco Ban
- Clinton County Board of Realtors
- Great Oaks/SSCC Partnership Launch

Upcoming Events

Board members are invited and encouraged to attend any of the following upcoming events:

November

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| 11.13.12 | Ohio Trustee Conference
8 a.m.-3 p.m., Columbus State Community College, Columbus |
| 11.13.12 | Guest Speaker: Archaeologist Matt Reeves
7:30 p.m., Auditorium, Central Campus |
| 11.15.12 | Master Gardeners: Roses
6 p.m., South Campus LRC, Fincastle |

December

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| 12.06.12 | Guest Speakers: Christine Tailer & Greg Cole (Environmentalism)
6 p.m., South Campus LRC, Fincastle |
| 12.09.12 | Southern State Singers' Holiday Concert
3 p.m., St. Mary Episcopal Church, Hillsboro |

Academic Affairs

Associate Degree of Nursing Graduates

Southern State Community College's Associate Degree of Nursing graduates have taken the National Council Licensure Examination (NCLEX) and have all passed on their first try. This is exciting news and the students, faculty and staff of the Nursing Department are to be commended for their hard work and dedication. As you recall the Practical Nursing program graduates also had a 100 percent pass rate. Southern State now has 100 percent pass rates for students in both areas over the last year.

Presentation at NACEP

On Oct. 29, Dr. Don Storer, Professor of Chemistry, and Dr. Peggy Chalker, Director of South Campus, presented a talk entitled *A Dual-Credit Chemistry Class Using a Hybrid Delivery/Team Teaching Approach* at the national conference of National Alliance of Concurrent Enrollment Partnerships which was held in Seattle. The conference was attended by 500 participants from 40 states. NACEP is a national organization which provides support, best practices and accreditation to institutions that have concurrent enrollment programs with K-12.

Program Advisory Breakfast

On Nov. 2, the Academic Affairs Department conducted the annual Program Advisory Breakfast. The Advisory Breakfast provides an opportunity for faculty to meet with colleagues and experts in the various programmatic related fields. During the program-specific sessions, faculty are able to hear about the needs of the employers and what aspects of the college's programs can be changed to better prepare its graduates for their chosen professions. This year more than 80 participants from the community attended the breakfast, which was the highest participation in several years.

Workforce Development and Community Services

Truck Driving Academy

The TDA enjoyed an increase in enrollment in October with 27 students in the month compared to the average of 16 for the first three months of the fiscal year. New partnerships continue to be sought to boost enrollment. A signed MOU has been completed with Delaware Area Career Center near Columbus, with the first class start-up scheduled for early December. DACC is thought to have high potential as a partner, due to the economic well-being of the region and the location near a metropolitan, high-population area.

The customized training for Warren County Career Center to offer straight truck training for its Lineman Technician program continues. The first group completed training and another group will complete training in November. The profitability of this training is responsible, in part, for some improvement in the department's financial performance for the month. Discussions are underway with both Pickaway-Ross Career and Technology Center and Scioto County Career Technical Center to offer similar training to them in the fall of 2013.

With assistance from the SSCC Office of Communications, advertising and media releases are underway as a result of the agreement reached with the Ohio Strategic Training Center in South Point, OH. An information session, open to the public, will be held Nov. 8.

The first TDA class offered with partner Belmont College began in Cadiz.

Workforce Development

Microsoft training offered to DP&L employees at the Manchester training facility has been completed. Jeff Montgomery, SSCC Computer Science faculty member, received excellent evaluations and feedback from students and training center staff.

A request for customized leadership training was received from PAS Technologies in Hillsboro, and a proposal was submitted to them in late October.

Continuing Education & Departmental Notes

One of the two new non-credit courses that began in September was completed in October. The Veterinary Assistant program, offered in partnership with Boston Reed, had four students complete the classroom portion of the training. The students have a short externship to complete in order to receive their completion certificate. An area animal clinic has heard about the program and offered to provide the externship to the students. This is short-term, entry-level training designed to provide the basics for someone entering the particular field. The Dental Assistant program continues. An information session has been scheduled for Dec. 11 for Boston Reed classes planned to start in January 2013.

Twenty participants completed free Connect Ohio computer classes at five locations during the month.

On Oct. 16 and 17, 50 current water and wastewater treatment plant staff received non-credit CEU training to maintain Ohio licensure requirements to properly operate the water and wastewater plants throughout SSCC's region.

Institutional Advancement

Communications

Marketing | Public Relations | Web

High School Counselor Mailing

In several weeks, a direct mail package will be directed to high school administrators across the southern Ohio region. In response to the valuable feedback received from the rebranding study, it was learned that, among some influential leaders within area high schools, there exists a narrow understanding regarding Southern State's quality. Designed to address this point specifically, the mailing incorporates elements highlighting Southern State's esteemed faculty, the exceptional student success

stories, and an invitation to consider how the college has evolved over the years. This piece is expected to mail in November.

Foundation

Annual Meeting

The Southern State Foundation Board recently hosted its annual meeting Oct. 24. In addition to hearing various updates about the College's replacement and expansion ideas in Adams and Brown counties, the Board also entertained a summative report from consultant Mike Schmidt of Cramer and Associates. Charged with assisting the Foundation in exploring the feasibility of fundraising for capital purposes in those two communities, Mr. Schmidt reported constructive feedback regarding existing perceptions among Adams and Brown county representatives, and he also offered recommendations for moving forward. Among those recommendations included extended relationship building, ongoing communication, partnership development and the development of a philanthropic menu of giving options.

Among other business, the Foundation Board also expressed interest in exploring the current structure of the portfolio to identify a single investment entity. Currently the portfolio is dually managed by Fifth Third Investments and National Bank & Trust. The executive committee of the Board alongside President Boys will meet to begin the process of moving toward a single investment entity consistent with the adopted investment policy.

Lastly, the Board agreed to seek a new board member appointment from the College's Board of Trustees. According to Article I of the Foundation's Code of Regulations, appointments shall emerge from the Board of Trustees. The Foundation is seeking an appointment for Mr. Louis Mays (Brown County), longtime Southern State faculty/librarian who has announced his retirement in December 2012. Mr. Mays, in addition to his zeal for Southern State, is a student advocate, respected community leader, and champion for student success. His presence on the Foundation Board will complement the work among the board particularly in terms of relationship development in the Brown County area.

Human Resources

Insurance Committee

The healthcare landscape continues to evolve as insurance costs continue to rise and the Patient Privacy and Affordable Care Act poses new challenges in understanding and compliance, which is new territory for any employer.

As such, the Insurance Committee is utilizing a third-party consultant to evaluate our plan (medical) design, claim experience, wellness initiatives, etc. in order to ensure the College is offering the best health insurance possible at the most sustainable cost.

Changes to the Public Retirement Systems in Ohio

On Sept. 26, 2012, Governor Kasich signed Ohio's pension reform bill into law. This bill implemented the Ohio Legislature approved changes to the state's five public pension systems. As such, the changes to the Ohio Public Employees Retirement System (OPERS) and the State Teachers Retirement System (STRS) take effect Jan. 7, 2013. Employees were strongly urged to contact their respective retirement system to find out how the changes may impact their retirement.

Flex Spending Account Open Enrollment

The Purpose of the Plan

The Flexible Spending Account (FSA) is designed to cover specific out-of-pocket health and dependent care expenses that can be anticipated during the course of the plan year. The FSA allows employees to use pretax dollars to pay for health expenses not covered by insurance. Expenses payable through the FSA include charges for contact lenses, eyeglasses, dental expenses, plus any deductibles and co-payments. Any medical, dental, hearing or vision expenses that would otherwise qualify as a deduction on an income tax return will qualify for reimbursement as long as the expense is not paid by another benefit plan.

Updates for the 2013 Calendar Year

Representatives from Custom Design Benefits, plan administrators, gave a presentation on plan changes and general information about FSAs at a Lunch and Learn Oct. 2 at the Central Campus. Open enrollment for the 2013 calendar year will conclude Dec. 3, 2012.

Student Affairs/Enrollment Management

Disability Services

Lunch and Learn Series

The Disability Services Coordinator presented at the Lunch and Learn series Nov. 2 with the following agenda:

- Overview of Disability Services SharePoint site
- Eliminating barriers through technology: Highlight of new technology funded through Carl Perkins grant, such as Intel Reader, and Livescribe Smartpen packages
- Diversity and multi-cultural perspectives: Reaching students in Appalachia
- Overview of Autism Spectrum Disorder by guest speaker Joe Howell

Retention

Retention/Perkins

Mid-term reports were sent to students Oct. 31 with 856 students receiving a letter concerning reports that they may be struggling in one or more classes. Information was sent to guidance counselors of PSEO students who may be struggling in their classes. Some mid-term grade reporting statistics are listed below:

- Received 1526 grade/attendance reports (duplicated raw count)
- Faculty Participation, 90 percent response rate
- Campus Breakdown
 - Central, 37 percent
 - North, 15 percent
 - South, 21 percent
 - Fayette, 15 percent
 - Online, 10 percent

Of the 1526 reports, 713 indicated the student has stopped attending one or more classes (46 percent). Of the 856 students reported, 409 had non-attendance reports in one or more of their classes (48 percent).

All students received letters and emails indicating that a report has been received that they are struggling in one or more classes. These communications encourage students to contact Advising and Retention Services as well as their instructor to discuss options for turning performance around. The communications also describe the support services available. These communications have gone out, and responses from students have been received with more expected.

Telephone calls are being made in priority order with priority given to those students who have been attending classes but seem to be struggling.

AmeriCorps

In observance of *Make a Difference Day*, the AmeriCorps College Completion Coaches joined efforts for Breast Cancer Awareness Month and the American Cancer Society for Highland County for an event. More than 40 participants joined the group Oct. 24 for a lap around the newly paved track and a balloon release. More than 100 balloons were released with personal notes attached to each one. A citizen called an AmeriCorps Coach at 6 p.m. to say that three balloons were found at a residence in Londonderry, OH (outside of Chillicothe).

AmeriCorps Coaches have met with students concerning midterm reports and reminders of the upcoming registration period for spring term. They have also organized many different success workshops at South Campus. There have been approximately 75 members' agreements signed to receive services from the coaches.

Tutoring

Fall Quarter Numbers as of Oct. 15, 2012

- 213 students requested a tutor for Fall Semester.
- 207 lab sessions and 271 one-on-one sessions were conducted.

CRLA Convention

Susan Long, Stephanie Bartley, Jackie Potts and Kari Simpson attended the College Reading and Learning Association conference held in Houston on Nov. 7-10. Participant expenses were funded by Perkins Grant monies awarded to the Tutoring Center for professional development necessary for pursuing the certification of the Tutoring Center through the CRLA's ITTPC (International Tutor Training Program Certification) process. Staff members attended more than 35 general and concurrent sessions on the certification process, online tutoring, learning strategies, diversity, management of tutoring centers, writing lab programs, math tutoring strategies and other relevant topics pertaining to student success.

ITTPC Status

As reported last month, the Tutoring Center staff completed and submitted the application for certification of the Tutoring Center on Sept. 27. The International Tutor Training Program Certification (ITTPC) has confirmed receipt of the application and that it is ready for review. Current tutors have received and will continue to receive training under the new guidelines.

Computer Fundamentals for the Classroom Workshop

The Tutoring Center was also awarded a Perkins grant to continue funding the non-credit, pre-semester *Computer Fundamentals for the Classroom* workshop. Two sessions are scheduled at Fayette and Central campuses Dec. 17 and 19. The workshop assists first-time students who need assistance in creating Word, Excel, and Powerpoint documents—skills necessary to complete course work. The workshop will also assist students in setting up their student, Blackboard and email accounts.

Blackboard 9 Training

Two Blackboard 9 workshops will be offered again Dec. 18 at Central and Fayette campuses. Any student taking an online class is encouraged to attend the workshop for hands-on-experience in completing and submitting assignments. The workshop also addresses the challenges of taking online classes.

Tutor Training

All tutors have received training under the new guidelines. A six-hour training session was held in August which covered more than half of the Level 1 training. The second half of Level 1 training will take place Nov. 30, along with a tutor appreciation luncheon. Level 1 certification requires a minimum of 10 hours and 25 hours of documented tutoring. All tutors are required to complete the 10 hours to be eligible to tutor in the spring. After completing Level 1, tutors will be invited to attend Level 2 and Level 3 training modules to be eligible for certification as Advanced Tutor and Master Tutor.

Student Government

Columbus State Collegiate Leadership Program

Five students from Student Government will be attending the Collegiate Leadership Conference of Ohio Nov. 9 and 10. Those attending are SGA Vice President Amber Smith, SGA Secretary Heather Burkenmeier, SGA Senators Thomas Kent, Kelly McFadden and Doug Swingle.

Athletics

Women's Volleyball

In support of Breast Cancer Awareness Month, the Women's Volleyball held two "CONNECT for a Cure" home matches (one against the faculty and staff!) and sold pink items throughout October to raise money for the Adams County Cancer Center.

Men's Soccer

Men's Soccer finished the season 5-8-1.

Women's Basketball

Women's Basketball began its season Oct. 31 with a scrimmage at Ohio Christian University. The regular season began at Ohio Midwestern Nov. 5.

Men's Basketball

Men's Basketball's regular season began at Clark State Community College Nov. 7.

Athletic Department

The Athletic Department has initiated a student athlete progress check with student athletes. To align with Southern State's goals for student retention and success, a progress meeting is held with student athletes during the first two weeks, midterm and between the next semester registration and finals week to monitor academic progress and attendance. This tool is used to keep student athletes on track for graduation and eligible for athletics.

Patri-Tots Compliance Rating

The Central Campus Patri-Tots Childcare Center received a 100 percent compliance rating on its state licensing inspection which took place in October. With this perfect rating, the Center may now move forward with applying for a two-star rating with the Ohio Department of Job and Family Services' Step-Up-To-Quality program. The Center anticipates submitting its application in December 2012. Congratulations to Kathe Chaney and her staff for this impressive accomplishment.

Enclosures

- BHDP Presentation
- Memo from Chancellor Petro