



President's College Update

For period January 29, 2018
to February 9, 2018

** Submissions for next update are due **Friday, February 23, 2018***



Business, Administrative & Student Services

Facilities Management

Good News

- ✦ The Kehoe Center Cooling Tower project is wrapping up. The new cooling tower is installed and the final piping insulation is being completed at this time. The new Cooling Tower will be started up and final adjustments will be completed once the weather warms up.
- ✦ The Kehoe Center Roof project is out for bid. A pre-bid meeting is scheduled on February 15. Bids are due on March 1.
- ✦ Carpet is ordered for the rotunda and room 128 in Kee Hall. Painting will take place within the next month in 128 Kee Hall before the carpet is installed.
- ✦ The Facilities Department continues to work with IT to bid out the installation of the camera and Access point installation. Over 260 wires will be ran in various buildings to run this equipment. CAD drawings are being completed at this time for locations of wiring.
- ✦ The Facilities Department has been working with the Radiology Department to bid out the new equipment from the Rapids Grant. A meeting is scheduled on the 16 to review the RFP.

Goals

- ✦ Complete Joint Use Agreement for the North Ohio Industrial Museum and send to OBR

Human Resources

Goals

- ✦ Current position searches underway:
 - OTA Faculty/Program Director
 - PTA Faculty/Program Director
 - Career Pathway Coordinator
 - Kitchen Assistant, CDC (part-time)
 - Webmaster
 - Teacher Assistant Sub
 - IST Lab Assistant
 - Tech Prep Coordinator
 - Part-Time Administrative Assistant, Foundation

Information Technology

Good News

- ✦ **TRIO Gets New Computers:** IT is presently imaging new computers for TRIO's new computer lab area located in Fallerius Hall.
- ✦ **New College Firewalls:** The IT department is in the process of upgrading network firewalls at the main campus and the Kehoe Center. These new firewalls will have faster thru-put of data to the internet.
- ✦ **Servers SSL Certificate Upgrade:** The IT department has upgraded several security certificates on several servers. The servers upgraded pertained to Advisor Trac, NCSC website, Student Transcripts, and SharePoint.

Accomplishments

- ✦ **Kehoe Center Internet Bandwidth:** The Kehoe Center internet bandwidth has been increased to 300 Mb/s. Faculty, students and staff will be able to access websites without experiencing long periods for web pages to load.
- ✦ **Wireless Access points and Security Cameras for CDC:** Plans have been reviewed for the installation of the new wireless access points and security cameras for the Child Care Development Center. Installation is to begin in the near future.
- ✦ **Network Firewall for Main Campus:** IT services has installed a new network firewall for main campus. This new firewall will handle up to 1GB/s of internet bandwidth.

Goals

- ✦ **Air Conditioning for Kehoe Center MDF:** The IT department is working with facilities to get a separate air conditioning unit for the fourth floor MDF (main data facility) located at the Kehoe Center. Presently during the winter months the door to the MDF room has to remain open because of the heat produced from network equipment.

Financial Aid Office

Good News

- ✦ Because Pell amounts had not been released by ED, we had awarded students for 2018-2019 who were only loan eligible. This week, Amanda and Caroline began awarding students who are eligible for Pell. In fact, they awarded the entire backlog of everyone who is ready to be awarded. Our turnaround is now less than a day; a student who becomes eligible today is awarded today.

Accomplishments

- ✦ Amanda “nudged” over 140 new Tuition Freedom Scholarship applicants to complete their financial aid files and encouraged them to apply for NC State Foundation scholarships.
- ✦ Jim mined an extensive amount of data from Colleague needed to request payment from the state for the Choose Ohio First scholarships we awarded in fall semester.
- ✦ Jim completed the policy section of the federal Program Participation Agreement re-application.
- ✦ We have re-contacted those who have begun the aid process for the current year, but are yet to complete it.
- ✦ Amanda has contacted students who have applied for Foundation scholarships, but haven't completed '18-'19 FAFSA's, because FAFSA completion is a requirement for receiving a scholarship.

Goals

- ✦ Jim, along with the rest of the COF team, will be deciding how to best award the remainder of this year's grant.

Ralph Phillips Conference Center

Good News

- ✦ Solidifying arrangements for Shelby Board of Elections to rent space at Kehoe for long-term arrangements of voting for several precincts at Kehoe
- ✦ Central Ohio Branch of the International Dyslexia Foundation to hold a Saturday Conference at Kehoe in April

Accomplishments

- ✚ Rentals & Reservations joined the Facebook Members Group of Destination Mansfield Continuing to gain new rental clients from the medical field, with the newest being Ohio Health Trauma Services

Goals

- ✚ Continue beginning steps toward Commencement 2018
- ✚ Excited to get new workstudy student up and running

Child Development Center

Good News

- ✚ The Child Development Center and Early Head Start in collaboration with North Central State College and The Ohio State University at Mansfield will present an overview of the opioid crisis in Ohio and its impact in our community, campus and specifically children. The presentation will take place on Friday, February 23, Riedl Hall Room 151 beginning at 11:30. Our featured speaker LeeAnne Cornyn, Director of Children Initiatives, Public Policy and Public Affairs at the Office of Ohio Attorney General, will provide an overview of the current state of the opioid epidemic. The presentation will be taped since it is In-service Day for faculty and staff at the college.

Accomplishments

- ✚ A great campus and community interest in the opioid presentation!
- ✚ The CDC is providing lab experiences for ECE student teaching, Practical Nursing community health rotation, Occupational Therapy Assistant observations and Human Growth and Development observations.

Goals

- ✚ Developed five-year broad goals with objectives; present to the Policy Council and Governing Board week of February 12 and attach to Early Head Start grant.
- ✚ Begin the process of writing the Early Head Start grant.
- ✚ Reaching out to individuals on campus and community to assist in the grant writing.
- ✚ Our program currently has openings for preschool age children. Please contact the CDC for enrollment information @ 419-755-5600

Student Services

Admissions, Recruitment, and Gateway Services

Good News

✚ The follow activities were from January 29th to February 9th

- West Holmes CCP Meeting
- Highland HS CCP Meeting
- Ashland County – West Holmes Career Fair
- Galion HS CCP Meeting
- Ashland HS CCP Meeting
- Clear Fork Middle school presentation
- Meeting with University of Findlay
- EHOVE CCP Meeting
- Monroeville HS CCP Meeting
- Goal Digital Academy CCP Meeting
- Pioneer Day
- 16 Admission Interviews

Accomplishments

	STUDENT COUNT	CREDIT HOURS	TERM FTE
TOTAL:	2976	23,377.50	1,558.50
STUDENT TYPE***:			
CONTINUING	102	693.00	46.20
CONTINUING FROM PREVIOUS TERM	2402	19,725.50	1,315.03
NEW	366	2,252.00	150.13
RETURNING	106	707.00	47.13

Goals for credit hours and term FTE was achieved for Spring semester.

Goals

Review and adjust to the Tuition Freedom Scholarship program. Review new and more effective ways to contact and communicate with prospect and applicants.

Student Success Center and Transition Services

Good News

- ✚ The schedule of New Student Orientation dates have been set for summer and fall 2018. With 24 session dates planned, we are looking forward to welcoming an increased number of new students to the campus community!

Accomplishments

- ✚ **Student Advising Visits:** 337 visits completed during the period of 1/16 – 1/31/2018 (includes email outreach contacts)
- ✚ **Student Testing Visits:** 49 visits completed during the period of 1/16 – 1/31/2018
- ✚ **Student Disability Services Visits:** 26 visits completed during the period of 1/16 – 1/31/2018
- ✚ **General Applicant (Summer/Fall) Nudge Calls:** 63 personal phone calls placed to new applicants during the period of 1/16 – 1/31/2018
- ✚ **Academic Probation Outreach to Current Advisee Caseload:** Success Coaches contacted advisees on academic probation.
- ✚ **Email Outreach Campaign to Current Advisee Caseload:** Success Coaches sent positive behavioral “nudges” at Week 3 of semester to influence student mindset and affect positive behavior change. This is a new effort/strategy.
- ✚ **Success Coach to Academic Liaison or Faculty Advisor Transition:** 241 students were transitioned from Success Coaches to Academic Liaisons during 2nd week of the term.
- ✚ **Assessment Waiver Process:** Assessment Waiver revised and a business process developed on how to route the form.
- ✚ **Connect to College (New Student Orientation):** 24 sessions scheduled for summer/fall 2018.

Goals

- ✚ **College Student Inventory (CSI) Advising Appointments:** Success Coaches will meet with students completing the CSI during 01/29 – 02/09/18.
- ✚ **Advising Week Campaign:** Classroom visits scheduled and campus-wide outreach conducted during weeks of March 5 – 9 AND March 19 – 23
- ✚ **Enrollment Process “Nudge” Calls –** Complete phone calls and direct recently accepted students who plan to attend spring term to the next step in enrollment process.

Registrar

Good News

- ✦ 293 students have petitioned for graduation this spring semester. This is above the number of 277 students who petitioned last spring. Graduates petition information is being entered into Encore and degree audits will be run by the end of this week for review.
- ✦ Attendance drops were processed. 83 students were dropped from one or more class section. 136 class sections in total were dropped. Any students inadvertently dropped in error are being re-registered into their classes.
- ✦ The Refund committee met twice and issued refunds to 3 students based on their extenuating circumstances.

Accomplishments

- ✦ 183 fall semester certificates were approved through an auto awarding process. This was the first time using this new approach with awarding certificates. In the past, this office typically processed less than 20 certificates each semester. Using this new approach resulted in a significant increase in the number of certificates awarded. Student Records posted certificate information to student transcripts and then mailed hard copy certificates on 02/07/18.

Goals

- ✦ Review of graduate files will begin the week of February 12th.
- ✦ Will be attending a course coding webinar on 02/22. This meeting concerns the statewide standardization of non-institutional coursework that we post and report to HEI. After the webinar, SRO will be meeting with IT to review the new codes and look at way to implement them within the contexts of system.

Title III

Good News

- ✦ Drafting the Annual Report for the Dept. of Ed. Deans have provided valuable reports on progress of their division academic advising plans. Good discussions coming out of this, tweaks and revamps.

- ✚ Advising by liaisons – 1/20-2/2/2018
 - One-on-one advising sessions – 254
 - Outreach / group advising 373
 - Total _____
- 627 student contacts by 3 liaisons

Accomplishments

- ✚ Several meetings with deans/liaisons/key stakeholders regarding how to move forward with academic planning for those students who are continuing and don't have one. Also good progress on transitioning more students to faculty sooner. We are moving in a positive direction! I see progress and appreciate everyone's work on this for the students and the College. Year 1 of the grant was planning, Year 2 was implementation, and Year 3 began evaluation to see what is working and not working and why. This is all part of the process.

Goals

- ✚ Next meeting with Dr. Walters will continue on the annual Report narrative and data analysis.
- ✚ Will be working with Cathy to present a session at the Feb. In-Service day on Advanced Advisor Trac and FERPA/Electronic Notes
- ✚ Establish days to conduct next Faculty Professional Development for new faculty or those who still need to complete it. Currently 5 have not yet participated.
- Continue:
 - discussion on how to best create academic plans for current students
 - weekly monitoring of data on goal progress in academic plan creation
 - weekly Advisor Trac usage by both faculty and liaisons
 - weekly FERPA compliance in notes
 - monthly monitoring of Title III employees and type of work completed and time on task
 - continued budget monitoring and preparation for the Annual Report
- Creating agenda for the next month's Title III Evaluation Committee

Academic Services

Business, Industry, and Technology

Good News

- ✚ The new Operations Management Certificate in the Business Administration program has been approved for financial aid assistance. Thank you to the Business and Accounting faculty for answering the proverbial bell and developing relevant certificates over the past twelve months to strengthen opportunities for our communities.

Health Sciences

Good News

- ✦ Health Sciences wished Cindy Freeman the happiest of retirement on her last day January 31, 2018. Cindy served the college and her students for 34 years. She was known in the nursing community for her excellence in service to her students.

Accomplishments

- ✦ Program Directors completed a training session with Lori McKee on fee calculations and budget projecting.
- ✦ Completed the final inventory and equipment review for Chemistry related to the Conard renovation
- ✦ Completed the PHTA self study report for the upcoming April CAPTE Accreditation visit
- ✦ Completed a site visit action response letter to the Commission on Accreditation for Respiratory Care for the CoARC Board review of the program from the December onsite accreditation visit

Goals

- ✦ To continue to promote health science program applications to meet full capacity for all programs for the Fall 2018 Cohorts
- ✦ To complete the Rapids Grant RFP process for new Radiology Lab upgrades

Liberal Arts

Good News

- ✦ Informational meeting for the summer study abroad opportunity with the University of Limerick in Ireland was held February 5. Ten students have expressed interest and are now busy applying for scholarships and planning fund-raising activities and events. Students are encouraged to contact Janny Nauman to join this group for an exciting learning opportunity. Requirements are that students have completed 30 credits and have a minimum GPA of 2.5.

Accomplishments

- ✦ Hosted the Year of the Dog Spring Festival, February 12, with Xintong Jiang and faculty from the University of Toledo's Confucius Institute demonstrating Chinese cultural arts.
- ✦ Completed revision of the CCP Liberal Arts pathways text for agreements with high schools and presentation on the website.
- ✦ Adjunct English Instructor Aimee Ross has written a memoir, "Permanent Marker" that will be available in March.

Goals

- ✚ Complete a memorandum of understanding for the exchange program with Yanshan University and make final arrangements for the performances by faculty and students from Yanshan University, March 20.
- ✚ Christine Shearer is working to combine MATH 0074 and 0086 into a single course.
- ✚ Continue working with Galion High School to schedule LA courses.

TRIO Student Support Services

Good News

- ✚ We held the following events the last two weeks:
 - Open house
 - Tax Prep workshop
 - FASFA Friday
- ✚ Compared to two weeks this time last year, the number of individuals using our services has increased from 13 to 28
- ✚ We are accepting new applications
- ✚ We are working on processing some new members. We are currently getting referrals from the advisors due to CSIs.
- ✚ We have awarded grant aid to 15 students so far, totaling \$16,000.
- ✚ Trio week is next week. Our theme is “TRIO Well, TRIO Strong.” We have the following planned:
 - Free burritos from Chipotle
 - We are going to have a speaker to discuss making healthier food choices.
 - We will have an athletic trainer come and do a demonstration of how students can work out at home to stay fit.
 - Tessa Bianci is coming to discuss how to handle stress and college life
 - Soul food dinner
- ✚ Amanda has presented in Margaret Puckett's FYEX classes as well as Michelle Slattery and Molly McCue's classes about the benefits of joining TRIO.

Tutoring Resources Center

Good News

- ✚ Tutors have been embedded in 50 Math and English classes. They are sending me and each faculty member a confirmation of how they are serving these classes.

- ✦ Dan Murray and Kori DeMent have presented in FYEX classes about the Tutoring Center.
- ✦ Tutors have been assigned Choose Ohio First students who have GPAs below 3.0 to mentor and support. This is underway and tutors are scheduling an evaluation appointment with them.
- ✦ We have gotten all of the materials organized for the classes at Mansfield Senior high school. I meet with Sandra McGregor every Friday to discuss progress, strategies, etc.

Crawford Success Center

Good News

- ✦ Hosted the Crawford County 4-H Counsel meeting- Students from all the Crawford County Schools were present at the meeting.
- ✦ Continuing to build relationships with Ohio Mutual and Avita Health Care.
- ✦ Amanda is scheduled to present at Colonel Crawford High School working with grades 9-11.
- ✦ The CSC is administering work keys test for 12 Timken Associates on February 16.

Accomplishments

- ✦ Bucyrus High School is running the senior STNA Certificate Program in collaboration with Pioneer. The CSC is developing an LPN Program to build upon the STNA at Bucyrus High School and Pioneer.
- ✦ David Murray joined Amanda on WBCO radio spotlight the week of January 16, which will air January 30.
- ✦ Amanda presented to the after school program for junior high and high school students about study skills for standardized testing.
- ✦ Amanda presented to the financial literacy class at the Bucyrus High School.

Goals

- ✦ Plan Spring Luncheon for upcoming graduates that have taken classes at the CSC along with the donors.
- ✦ Implement the strategic recruitment plan for the LPN and HMSV programs starting in the fall of 2018.

Public Affairs

Marketing, Public Relations & Creative Services

Good News

- ✚ Congratulations to Chris and Mary in the foundation office for a wonderful Scholarship Luncheon. Great turnout for an afternoon of sharing the gratitude of student scholarship recipients, and heartfelt comments about how personal our donors take their participation in these meaningful gifts for NC State students.



Accomplishments

- ✚ New view book is here.

Goals

- ✚ Promoting
 - Online degrees and certificates
 - Business cohort in Ashland
 - LPN classes at the Crawford Center
 - CCP/TFS

Grants & Government Relations

Good News

- ✚ Learned we can receive \$91,000 to fund workforce certificates for students by submitting an application by March 30.

Accomplishments

- ✚ Attended OACC Government Relations Officers meeting in Columbus on Feb. 6. Received briefing on pending legislation and issues important to community colleges.

Goals

- ✚ Complete Workforce Development Loan Fund applications by Feb. 16. We seek funds in three areas: Nursing (LPN, and RN), MTOM and IT Networking. We are currently soliciting employers for support. We can ask for up to \$500,000 to be spread over three degree areas, with a max of \$250,000 per program.

Foundation

Good News:

- ✚ NCSC Foundation to date has raised in pledges and payments \$172,560.95 for the 2018 Emerald Club and with the outstanding pledges should exceed this year's goal of \$225,000.

Accomplishments:

- ✚ The 2018 Scholarship Luncheon was an incredible success with a full house of donors, scholarship winners, and scholarship committee members in attendance.
- ✚ NC State College Foundation, in partnership with the scholarship committee, has launched this fall's online scholarship application process. Winners will be selected in March and notified in April 2018.
- ✚ A new standing monthly conference call has been established with the Alumni Committee to decrease the costs and time investment associated with in-person meetings. The Alumni Committee plans to support the 50th anniversary celebration by joining the October Business After hours event on campus.

Goals:

- ✚ A part time Administrative Assistant is being hired to support the Foundation. First and second interviews have been concluded and the new Admin should be in place by March 1.

President's Office

Accomplishments:

- ✚ Policy Update Notifications: New policy development, policy revisions, and policy updates are typically submitted to the President's Cabinet for final approval each month. The President's Cabinet is held on the 4th Tuesday of each month. Policy Activity pending for the President's Cabinet review as well as the policy results from the President's Cabinet are posted on the [Policy Activity Page](#) that is part of the [Policy/Procedures Review Process](#). Results of policy approvals are maintained on the Policy Activity Page for 60 days so that all those interested may see what new policies/procedures have been added, revised, or updated. Additionally, results of the latest President's Cabinet meeting are reported in the edition of the President's College Update following the President's Cabinet. You may look right here for a report on policy activity from the Cabinet meeting that you may be interested in (see

President's Office section of the [January 26, 2018 Report](#). As the President's Cabinet is comprised of representatives from across the campus including the Staff Caucus, Faculty Caucus, and the Managers Advisory Council (MAC) it is the responsibility of these representatives to serve as the link for input from their constituencies to the President's Cabinet as well as information out to their respective constituencies. Additionally, beginning with the February 2018 President's Cabinet, Human Resources will begin communicating with the employees by including a web link in an email on any pertinent policy activity that may affect employees. Similarly, the Dean of Student Services will communicate with students on any pertinent policy activity that may affect students. The below illustration is on our public webpage and may be accessed by all employees AND students alike.



Goals

- ✚ Continuous improvement and implementation on the Pathways Model
- ✚ Preparation for In-Service Day
- ✚ Preparation for HLC visits

President's College Update

- ✚ Continuous scanning of federal and state regulation changes impacting our college (such as CCP, and Reauthorization of the Higher Education Act)