

President's College Update

For period March 13, 2017
to March 24, 2017

** Submissions for next update are due **Friday, April 7, 2017***



AQIP/Accreditation Workgroup

Good News

- ✦ We are still meeting weekly AND miraculously, we are not getting stuck in the weeds as much as we thought we might. That is very good news ☺
 - The second & third “classes” with Diana Kelly, Deb Huguenin, unearthed a few confusing processes related to ‘onboarding’ of students that we were able to address immediately. The Financial Aid office adapted a letter to better meet the students’ and the admission’s office needs.
 - The philosophical underpinnings of why students are coded certain ways in the student information system- such as APP/MTS- were questioned and better ways of moving students through the system were brainstormed.

The guiding light for all of this work has remained the same:

Get to the point where in ALL things we do, the left hand and the right hand communicate effectively.

Get to the point where ALL printed materials and processes are simple and clear for students & employees.

AGAIN, how do we get there? The left hand and right hand that are ACTUALLY DOING THE WORK, must teach us how to streamline processes. *OK, metaphor mangling and pontificating done.*

Accomplishments

- ✦ The last two weeks of meetings with our “professors” from the admissions office have been fruitful. Several key ‘holes’ in the system have been either immediately fixed, or are on their way to being fixed.

Goals

Our next “class” meeting will be with Cashier’s office ‘professors’.

Business, Administrative & Student Services

Facilities Management

Good News

- ✚ The roof project continues. On March 22nd the architect extracted samples from the flat roof to complete the Design Drawings. The estimated cost on the project should be completed by April 1st.
- ✚ Facilities continue pulling information for the Civil Rights Review. Contacts from the partner locations EHOVE, Madison, Pioneer, and Central Ohio EMS Training have been notified for an initial visit before the June review.

Human Resources

Good News

- ✚ 10-hour day/4-day workweek will be in place again this summer for staff. 10-hour days will begin on 5/15/17 and end on 7/27/17. Offices will be open to the public from 8 AM - 5:30 PM during this time, although staff will be working before and after these hours.

Accomplishments

- ✚ Amanda Sheets hired as the Manager of the Crawford Success Center.

Goals

- ✚ Current position searches underway:
 - Academic Advisor, Student Success Center
 - Executive Director of the Foundation
 - Mechanical Engineering Faculty
 - PTA Faculty/Program Director
 - Dean of Liberal Arts
 - IT/Cyber Security Faculty

Information Technology Updates

Good News

- ✚ **Zoom Web Conferencing for DLT Grant:** The IT department is working with the College instructional technologist to deliver online classes to high schools using Zoom web conferencing services. We are working with Zoom and NCOCC to optimize the delivery process over the public internet.
- ✚ **NCSC and Ohio Health Email:** The IT department and Ohio Health have been working on email issues with regards to sending and receiving emails. The email issues have been remediated and administration in the Health Science building can send and receive Ohio Health emails.

- ✚ **College Phone Network Update:** Shoretel is still having trouble with the carrier providing a second T1 for the campus phones. The carrier has been out to the campus several times and unable to find a pair of wires with no problems to deliver the second T1 to the campus. The carrier will order new cable pairs to be delivered to the campus.

Accomplishments

- ✚ **Kehoe Center Fire Alarm System:** The fire alarm system was switched over to new B1 phone lines. The fire alarm system will use these lines to dial the fire department.
- ✚ **Instructional Technology Room:** A new instructional technology room in Fallerius Hall F-150B has been provided to allow faculty a chance to experiment with new instructional technology.

Goals

- ✚ **Shoretel Phone Network:** The IT department's goal is to install a second CenturyLink T1 on the Shoretel router to increase bandwidth for the phones on main campus.
- ✚ **Student Information System:** The IT department and Information Systems department are working together to move the College SIS (Student Information System) to Amazon's Data Center by end of March 2017.

Institutional Research

Good News

- ✚ Have sent onto Career Services and Deans summary reports out of EMSI showing local online job posting analytics by academic program (eg, companies hiring)
- ✚ Assisted Enrollment Management Group in gathering data for spring guidance counselor meeting, including general outcomes to date on fall 2016 Tuition Freedom Scholars
- ✚ Working with Anne Strouth and others on strategy to "auto-award" 30-credit police academy certificates to prior students who left NC State without a degree
- ✚ Working with Deb Hysell on data and information that will help consolidate more math pathways at the college starting next year

Accomplishments

- ✚ Working on various Program and Service Review projects for Student Success Center, Manufacturing Technology Operations Management Degree/Certs, Integrated Engineering Human Services, etc.
- ✚ Assisting new committee focused on adult enrollment with data and strategy, including PLA

- ✦ Assisting AQIP workgroup with on-boarding processes
- ✦ Assisting with CCSSE administration

Goals

- ✦ Various mandatory reporting due in next couple of weeks: HLC, IPEDS, Achieving the Dream, TAAACT grant

Financial Aid Office

Good News

- ✦ Jim and Gina K. participated in a webinar related to establishing federal aid eligibility for new academic programs.
- ✦ Second disbursements of student loans are in process. Refund checks/direct deposits to students will be made by the Cashier next Tuesday.

Accomplishments

- ✦ Federal aid (plus TFS) awarded for '16-'17:

Cumulative as of	Pell	#Pell	FSEOG	Loans	TFS	#TFS
March 24, 2017	\$5.8M	1291	\$62.7K	\$2.1M	\$401.5K	114

- ✦ Federal aid (plus TFS) awarded for '17-'18:

Cumulative as of	Pell	#Pell	FSEOG	Loans	TFS	#TFS
March 24, 2017	\$1.8M	366	\$32.1K	\$1.7M	\$0	17

- ✦ Jim and Amanda continue to be immersed with the AQIP "Chicago 8." We have been dealing with procedural concerns which impact the awarding of aid.

Goals

- ✦ With the coming of class registration for summer term comes the awarding of summer term aid. Initially, aid is awarded only for fall and spring, but it is re-determined for those who register for summer.
- ✦ New student orientation will be picking up soon and our office will again be involved.

Child Development Center

Good News

- ✦ The Child Development Center completed the Early Head Start refunding grant application and budget due April 1st. Program will submit with supporting documents week of March 27th.
- ✦ Our playground received new sand in all boxes and updates to meet the national playground regulations.

Accomplishments

- ✦ Our Policy Council and Governing Board approved the Early Head Start refunding grant application and budget.

Goals

- ✦ Meet with a program specialist concerning the ODE ECE grant.
- ✦ Submit Early Head Start refunding grant application and budget to Head Start.
- ✦ Begin Step Up To Quality annual report.
- ✦ Review Administrative Assistant job description before submitting to Human Resource for posting.

Ralph Phillips Conference Center

Good News

- ✦ Rentals and Reservations received the award for most creative booth at the Business Expo and received a free Chamber email blast advertisement valued at \$125.00

Accomplishments

- ✦ Saturday May 20 will mark the first occasion that the College will host three paid rentals on three different campuses.
- ✦ Finalizing details for the first long-term paid rental at CCS

Goals

- ✦ Continued efforts towards the progress of Commencement 2017

Student Services

Admissions, Recruitment, and Gateway Services

Good News

- ✦ The following activities were from February 27th through March 10th
 - ✦ Plymouth High School Visit
 - ✦ Crestview High School Visit
 - ✦ Plymouth High School College & Career Fair
 - ✦ Ashland College Fair

- ✦ Leadership Richland Meeting
- ✦ Mansfield Sr. High Application Day
- ✦ 16 individual campus appointments

Accomplishments

- ✦ Preview Days
 - 26 students and their parents attended the first Preview Day. This Preview Day was focused on the Health Sciences.
 - Tuesday March 28 – Business, Technology, Public Service and Transfer opportunities will be at the Kehoe Center from 6:00 – 7:30PM
- ✦ There will also be an open house April 6 in Kee Hall from 6:00 – 7:30PM. This is geared toward non-traditional students. Topics such as Prior Learning Assessment, Military, Cohorts and other programs that are non-traditionally friendly will be presented.

✦ Applications for fall semester 2017 as of March 27, 2017

- Overall applications are up 166 compared to fall 2016
- Early Learning or CCP is up by 74 applicants
- First Year (freshmen) are up by 104 applicants

ADMIT STATUS		FA2017	FA2016
Early Learning High School	ELHS	639	565
First Year (freshman)	FIRST	650	546
International	INTL	3	2
None of the Above	NOTA	28	34
Returning Transfer	RETR	8	15
No College Since NCSC	RTNC	39	38
Transfer Student	TRNFS	94	98
Transient Student	TRNST	4	1
Workforce Development	WORKF	0	0
TOTAL		1465	1299

✦ Applications for summer semester 2017 as of March 27, 2017

- Early Learning or CCP is up by 28 applicants

ADMIT STATUS		SU2017	SU2016
Early Learning High School	ELHS	64	36
First Year (freshman)	FIRST	120	126
International	INTL	3	0
None of the Above	NOTA	17	20
Returning Transfer	RETR	19	16
No College Since NCSC	RTNC	72	70
Transfer Student	TRNFS	81	84

President's College Update

Transient Student	TRNST	32	31
Workforce Development	WORKF	0	0
TOTAL		408	383

Goals

- ✚ Review the application process for CCP students making the application and obtaining supporting documentation much easier.
- ✚ Review and make adjustments 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

- ✚ Phone calls work! We have seen an increase in traffic into the Student Success Center as a result of additional phone calls being placed to students. There is power in personalized communication approaches!

Accomplishments

- ✚ **Student Advising Visits:** 156 visits completed during the weeks of 03/01 – 03/15/2017.
- ✚ **Student Testing Visits:** 24 visits completed during the weeks of 03/01 – 03/15/2017.
- ✚ **Student Career Visits/Contacts:** 369 visits/contacts completed during the weeks of 03/01 – 03/15/2017 (includes classroom presentations and mass email outreach).
- ✚ **Student Disability Services Visits:** 4 visits completed during the weeks of 03/01 – 03/15/2017.
- ✚ **CONNECT TO COLLEGE: New Student Orientation** – 13 New Student Orientations have been scheduled for summer and fall 2017.
- ✚ **New Student Outreach** – Phone calls have been placed to approximately 100 summer start applicants.

Goals

- ✦ **Outreach to Current Advisee Caseload:** Success Coaches will proactively outreach to students assigned to their caseload utilizing data analytics provided by T. Prendergast.
- ✦ **New Student Outreach** – Complete phone calls and direct students to next step in enrollment process who plan to start summer term.
- ✦ **Job & Internship Fair:** Scheduled for April 5.
- ✦ **Preview Night (Adult Learner)** – Scheduled for April 6.

TRIO Student Support Services

Good News

- ✦ Ashley attended FERPA training this week.
- ✦ Ashley attended the graphic design student showcase in Kehoe on Thursday March 9. A TRIO student, Ma'Tia Porter, showed her work amongst several other students. Their creativity is impressive.

Accomplishments

- ✦ TRIO has scheduled tables in the student lounge of Fallerius on Tuesday and Wednesday March 21 & 22 from 11:30-3pm. Students can write letters for our Dear Soldier... program and can get information on the TRIO program. Encourage your students to visit the table!
- ✦ The Career Networking luncheon is March 29. TRIO students will have a “lunch and learn” session with professionals in their field of study. We are collaborating with the Alumni Association.
- ✦ Identified and contacted the speaker for our awards banquet in April.

Goals

- ✦ Finalize plans for the awards banquet including award recipients and invitations. Begin to reorganize our Resource Room

Title III

(submitted by Bev Walker)

Good News

- ✚ Brian, Brandon, Brandel, Eric, and Monica attended the recent district 5 NACADA conference. Cathy Craig also attended an Ellucian conference on use of Recruiter for recruiting and Ellucian for advising.

Accomplishments

- ✚ Met with Dr. Walters to discuss his upcoming student interviews to gather information on advising at the College.

Goals

- ✚ Continue working with liaisons and staff to revamp policies and procedures on mediated course drop, academic alerts, academic planning.

Academic Services

Academic Services Director

Good News

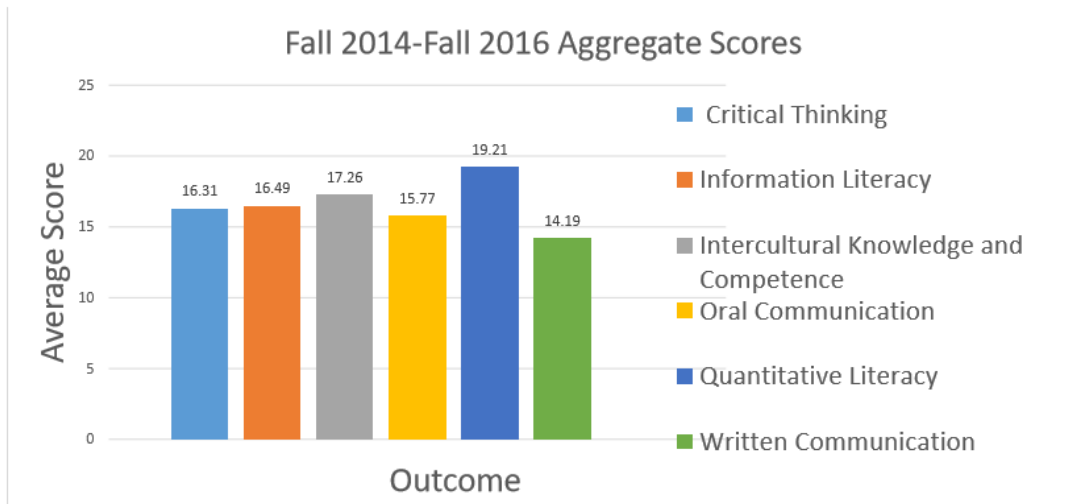
- ✚ Dr. Diab was able to report back to the advisory committee group he meets with annually, all of the accomplishments and decisions the assessment team has made in relation to the soft skills assessment. This was of particular importance to these advisory committee members. Thanks to the assessment team for putting concrete goals together for assessing professional/soft skills.

Accomplishments

- ✚ Again, thank you to the faculty for tolerating the 'stealing' of class time for the SSI & CCSSE research. All of the staff involved in this project have reported back the amazing support they have received from faculty, despite the disruption this causes in teaching time.
- ✚ Two honors students have agreed to work with the president's office and academic services to gather quantitative and qualitative data related to strategic planning from students. This will be done through focus groups during the month of April.

Aggregate CWO data for 2014-2016

Very good data for the system's portfolio is pasted below. Thank you assessment team and faculty for helping NCSC meet HLC assessment compliance standards.



Fall 2014- Fall 2016 scores

Critical thinking -	Success Threshold = 14, N =1177, M=16.31, SD= 4.93 GAP + 2.31
Information Literacy -	Success Threshold = 14, N =444, M= 16.49, SD= 4.04 GAP +2.49
Intercultural Knowledge and Competence -	Success Threshold = 17, N =239, M= 17.26, SD= 6.75 GAP + .26
Oral Communication -	Success Threshold = 14, N =999, M=15.77, SD= 5.32 GAP + 1.77
Quantitative Literacy-	Success Threshold= 17, N =1712, M= 19.21, SD= 6.33 GAP + 2.21
Written Communication -	Success Threshold = 14, N =1435, M= 14.19, SD= 7.32 GAP + .19

Goals

- ✚ Chapters 1 & 6 completely done, with processes, results and improvements updated and ready for submission.

Business, Industry, and Technology, Education, Professional and Public Services

Good News

- ✚ The Kehoe Center will be hosting the Ohio Engineering Technology Educators Associate (OETEA) in the first week of April.
- ✚ Faculty and staff are looking forward to welcoming potential students to the Kehoe Center on Tuesday, March 28, for the spring open house.
- ✚ Chris Barker is working with an assisted living facility to create puzzles using the residents' artwork in the fab lab. The puzzles will be used for a fund raising project for the facility. Chris is working on expanding this service to more facilities in Ashland and Richland counties.

Accomplishments

- ✚ Pioneer Career and Technology Center reports that enrollment for both College Now programs look positive for Fall semester.
- ✚ The Information Technology program is close to completing a contract with EC-Council for the Cyber Security program. The EC-Council is the most recognized certification provider for cyber security related areas. A special thanks for our contact at the Attorney General's office for the assistance.
- ✚ The TAACCCT grant is winding down. All programming will be completed at the end of this month. The final TAACCCT funded Supervision training class is running this week. Due to the popularity of the Supervision training, these classes will transition to the Workforce department and continue to be available to businesses and industries.

Goals

- ✚ Faculty will be posting midterm grades in MyNC this week.

Health Sciences

Good News

- ✚ The Health Science Advisory Committees provided valuable input to program directors and faculty on the success of students in the clinical environment.

Accomplishments

- ✚ Dr. Abby Levitt, Justin Tickhill, Sam Renfro, and the Dean toured the Charles Rivers facility in Ashland and met with personnel regarding support for a National Science Foundation grant proposal. It was positive to note Charles Rivers is revising their tuition assistance policy to assist employees to achieve an associate degree. Many former graduates of the BioScience program were identified during the tour.
- ✚ Acceptance letters were sent out for health science programs in the areas of OTA and PTA.
- ✚ Embedded tutors have begun assisting senior level students as part of the Great Lakes College Completion Grant.
- ✚ The Self Study report for Occupational Therapy Assisting was completed and submitted by Ted Chapman and Cindy Cornell.

- ✦ 18 potential students attended the Health Science preview evening on March 21st.
- ✦ A joint meeting of Ashland County West Holmes Career Center and North Central State College personnel revealed the transition of the BioScience College Now to campus fulltime to a packed room of parents and students. We are excited about the transition to campus for these students next fall.
- ✦ Clinical agency coupons were sent out to cooperating agencies by Betty Hager.

Goals

- ✦ To complete the spring CCP classroom visits.
- ✦ To complete all training for the additional embedded tutors for the health science programs.

Liberal Arts

Good News

- ✦ Honors College colloquium held on March 21 featured guest speaker Teresa Cook from the Area Agency on Aging will present *Age 60 and Beyond: What Does the Future Hold?* The event was well attended and well received.
- ✦ NCSC students (CCP and post-high school) still have an opportunity to join two travel abroad trips to China during the coming summer through our affiliation with the University of Toledo's Confucius Institute. Contact Deb Hysell for details.
- ✦ Brian Wirick attended the National Academic Advising Conference Regional Conference in Chicago and learned about further integration strategies between academic and career advising for students.
- ✦ Kimberly Lybarger has been working with faculty and staff to organize the NCSC bowling teams to support Big Brothers/Big Sisters.

Accomplishments

- ✦ Letters are being sent to all ITEC students notifying them of the discontinuation of MATH 1030 Variable Relations and the substitution of STAT 1010 Probability and Statistics.
- ✦ English and mathematics faculty and Student Services staff met to set cut scores and plan implementation of Next Generation ACCUPLACER. Cut scores were established for mathematics, but English faculty are considering question of whether to use the essay writing or the editing Accuplacer tests for English placement. Target date for implementation is May 1.
- ✦ Brian Wirick has been working with students to create/review their long term academic plans in preparation for registration.

Goals

- ✦ CSI subgroup meeting has been scheduled to plan the implementation of CSI for placement and advising.
- ✦ For Critical Milestone Gateway courses define strategies for helping students overcome obstacles, add embedded tutors in PSYC 1010 classes, develop materials to guide Student Success advisors, and update policies and procedures. For Program Milestones, work with the faculty and Success Team to define and develop processes for identifying on curriculum worksheets and related policies and procedures.
- ✦ Determine which Accuplacer test to use for English placement—essay writing or editing.

Tech Prep

Good News

- ✦ Tech Prep has learned that the proposed state budget for FY18 & FY19 calls for significant budget cuts for all of Tech Prep in Ohio. For the past six years, Tech Prep has been flat funded at 2.8 m. The Budget proposal would reduce Tech Prep by 34% in FY18 to 1.8m then another 50% in FY19 to 939K. We are working with our legislatures and partners to try to maintain current funding for the next biennium.
- ✦ Serving as co-leader for NC State at the upcoming OCTAN workshop being held by ODHE to address items related to CTAG credit transfer and posting. NC State will be represented by myself, Lori Zeigler, Monica Durham, Tom Prendergast and Mark Monnes or Brad Dunmire.
- ✦ For ODE courses that align to CTAN courses, the scores the student receive on these WebXam's determine a student's eligibility for CTAN credit when they matriculate to college. It is important that the college is aware that the CTAN credits are not an automatic credit for secondary students. There is a measurement of competency they must demonstrate in order to be eligible for many of the CTAN course.

Accomplishments

- ✦ On March 21, 2017, Tech Prep held a workshop with over 40 attendees for CETE (Center on Education and Training for Employments) at OSU on the end of course exams (WebXam) that all career technical students have to take at the end of each of their courses. The content of this workshop is:
 - Classroom Decision Making and Using Assessments
 - Creating and Using Classroom Assessments
 - Accessing and Using the WebXam Reporting System
 - Preparing Students for Assessments

- ✦ The Tech Prep Central Region assisted our secondary partners and approved 325 CTE26's that were due to ODE by March 1st for CTE (Career Technical Education) program renewals and/or new programs. One of the requirements for all CTE programs in Ohio is a pathway to post-secondary. Tech Prep plays a major role in assisting the secondary partners with this requirement.
- ✦ Currently there are 55 articulation agreements in the process of being signed by our secondary partners and the college. Of these 55, 13 are completed and 42 are various stages of being signed. There additional articulation agreements that will be added to this total over the next couple of weeks. Some with secondary partners and some with our adult education partners.
- ✦ We are using Zoom to hold statewide Tech Prep conference calls with ODE and ODHE every two weeks. I want to thank Michael Welker for making me aware of this product and for his and IT's assistance in joining the Zoom family.

Goals

- ✦ The Tech Prep Steering committee is planning a series of meetings that will focus on various career pathways in this area. Dr. Reed may ask some of your or your faculty to participate in upcoming meetings.
 - April 24 – Transportation Systems.
 - The annual Tech Prep Stakeholders meeting is scheduled for April 25, 2017 at 6:00 p.m.
- ✦ Assist the college, adult center and secondary CTE provided to submit their CTANs for ODE approval. Then educate all partners on how to assist the students to receive CTAN credits.

Crawford Success Center Good News

- ✦ Amanda Sheets is the new Operations Manager.

Accomplishments

- ✦ New programs include:
 - Supervisor Boot Camp
 - Leadership Academy

Goals

- ✦ Amanda Sheets will continue to meet with partners of the Crawford Success Center in the Crawford County Community.



Public Affairs

Marketing, Public Relations & Creative Services

Good News

- ✚ Good meetings with CAEL representatives regarding ways to improve PLA/Non-trad enrollment

Accomplishments

- ✚ Congratulations to all involved with the Preview Night on Tuesday, March 21st at Health Science. Good turnout.
- ✚ Also, 50 or 60 people in attendance for Advisory Committee meetings on March 23rd.
- ✚ And 22 counselors from area high schools this morning (3-24) at Kehoe for spring meetings.

Goals

- ✚ Promoting
 - PLA
 - All programs by Division
 - Spring Preview Nights
 - Tuesday March 28 – Kehoe Center from 6:00 to 7:30 p.m.
 - Thursday April 6 – Non-Traditional from 6:00 to 7:30 p.m.
 - Thursday, April 27th - SciMed Academy open house at Health Science

Grants & Government Relations

Good News

- ✚ A new Inspiring a Community of Shared Responsibility RFP was released by the Ohio Department of Higher Education (ODHE). Will work with OSU-M to prepare a proposal for both institutions on the campus. A consortium of two members can request up to \$35,000. A proposal is due by noon on April 21.

Accomplishments

- ✚ Joined Dr. Kelly Gray, Dr. Abby Levitt and Justin Tickhill in a meeting at Charles River (formerly WIL Research) as part of a project to prepare a National Science Foundation Advanced Technological Education proposal. We are working with an assigned mentor to craft a proposal. The mentor will work with our team throughout the year leading up to the proposal submission. Have lined up an outside evaluator for the project. The RFP is expected out in late spring with proposal due in October.

- ✦ Worked with Dean Schaad and Major Price to prepare and submit proposals for improvements to five campus buildings to the Ohio Emergency Management Agency.
- ✦ Assisted Tracy Bond and Caitlin Rethorst to prepare and submit application materials for the Ohio Means Internships and Co-ops grant (Round 4) from the Ohio Department of Higher Education (ODHE). Kent State is serving as the lead and will submit the proposal.

Goals

- ✦ Work with partners to submit RAPIDS proposal by April 10.

President's Office

Good News

- ✦ Dr. Dorey Diab was selected as a Fulbright Scholar through the U.S. State Department and has been invited to travel to Russia with several college presidents the first couple weeks in April.

Accomplishments

- ✦ The Joint Advisory Committee meeting was held in the Ralph Phillips Conference Center on March 23rd. A breakdown of Program Advisory Committee Listing by Program Area is available upon request or will be shared with each program area following the meeting.
- ✦ The Emergency Procedures Handbook and the Employee Photo Directory are now accessible in Employee References under the Employee tab of [MyNC](#). The Emergency Procedures Handbook has been bookmarked for quick access to the various information areas from the Table of Contents. Don't wait until you need it to become acquainted with it. Check it out! NOW!

Goals

- ✦ Begin preparing for a potential visit from our Achieving the Dream coaches April 17 & 18.
- ✦ To finalize submission of our ACCT Presentation by the April 21st deadline.
- ✦ To begin the steps toward development of the 2017-2018 Budget for the President's Office and the Board of Trustees.
- ✦ Begin preparations for the spring Strategic Planning activities that will take place on May 18th and May