President’s College Update
For period February 26, 2018
to March 9, 2018

* Submissions for next update are due Friday, March 23, 2018
Business, Administrative & Student Services

Facilities Management

Good News
- The Kehoe Center Roof project bids were opened on March 1. The bids came in under the estimated amount. Facilities has begun the process to release the funds to begin the construction of the roof replacement. The Controlling Board Request was completed and sent to the Ohio Department of Higher Education for routing of the request.
- The carpet has been installed in the rotunda and room 128 Kee Hall. Various furniture have been moved from the Urban Center into the Kee Hall rotunda for an updated modern look.
- Facilities has moved 85% of the furniture from the Urban Center to various locations throughout the college.
- Facilities has been working with the Radiology Department to bid out the new equipment from the Rapids Grant. The RFP is set to be advertised on March 19 and 26.

Goals
- Facilities will be setting up the rotunda, classrooms, and offices next week from furniture moved from the Urban Center.
- Facilities will continue to move furniture and the IT equipment next week from the Urban Center.

Human Resources

Accomplishments
- Paula Waldruff hired as Career Pathway Coordinator
- Janae Thomas hired as Part-Time Administrative Assistant, Foundation
- Haley Bedocs hired as Teacher Assistant, Sub, Child Development Center

Goals
- Current position searches underway:
President’s College Update

- PT Utility Worker
- PT Transition Specialist
- PT Academic Advisor
- English Faculty
- Nursing Faculty
- OTA Faculty/Program Director
- PTA Faculty/Program Director
- Webmaster
- Teacher Assistant Sub (1), Child Development Center
- IST Lab Assistant
- Tech Prep Coordinator

Information Technology

**Good News**

- **New Network Switches on Main Campus and Kehoe Center:** IT is presently installing new network switches that will add redundancy to network connection in each network closet.

- **Phone Network Upgrade:** With the installation of new network switches the phones no longer need an external power supply. The phones receive power from the network switches. Reduction of devices on or around the desk area provides more space for work related materials.

**Accomplishments**

- **Internet Bandwidth Raised for Mid Terms at Kehoe Center:** The IT department asked the internet provider to increase the internet bandwidth at the Kehoe Center from 300MB to 400MB during mid-term week to insure students would not have any problems with online testing.

- **New Router and Firewall for Main Campus and Kehoe Center:** New network routers and firewalls were install at the main campus and the Kehoe Center. Prior to the installation of the two network devices, both campuses experience internet bandwidth fluctuations. Since the installation of the new network devices internet bandwidth has been stable at both locations.

**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.
Institutional Research

Good News

- Assisting with creation of recruiting prospect lists for high-value re-enrollment targets (1,800 names) as well as pitching to new students for the Choose Ohio First scholarship in fall (nearly 1,000 names).
- Continuous updating of CCP billing – more than 1,500 unique students!

Accomplishments

- Kicking out data for program reviews (Science Dept, VCMT, Nursing) while working on aggregate report to be released in spring.
- Working with IT and student services to expand use of Report Manager report on mid-term grades for advising purposes.
- Helping Sam Renfroe gather data for various grants.

Goals

- Finish up program review data and assemble aggregate data for spring strategic planning sessions.

Financial Aid Office

Good News

- Amanda and Caroline called 92 current TFS recipients who have yet to complete their 2018-2019 FAFSA’s. FAFSA completion is a condition of TFS renewal.

Accomplishments

- Amanda sent over 125 letters to former students who have been identified as delinquent on repaying their student loans.
- Caroline sent information to current work-study supervisors regarding requesting funding for 2018-2019.
- Amanda is preparing a great deal of data for an upcoming audit by the veterans benefits state approving agency.
- Amanda and Jim are delving into Encore hoping to be able to send letters to current students which would notify them of their aggregate student loan indebtedness.
- Jim is tying up a few loose ends with Gina in order to submit the renewal of our federal aid Program Participation Agreement.

Goals

- Continue amassing data for the veterans agency audit.
- Submit the PPA.
Ralph Phillips Conference Center

**Good News**
- Rentals & Reservations will be judging the preliminaries of Miss Ohio on March 24. Wedding season is shaping up nicely. 2018 has 17 wedding ceremonies/receptions or both on the schedule so far.

**Accomplishments**
- Chamber blast will arrive on March 13, watch your email.
- Department will be supporting Work Force Development and Admissions at the Chamber Business Expo

**Goals**
- Get ad work turned in to Destination Mansfield, with marketing’s assistance
- Finishing plans with rental customer and Fab Lab to design souvenir snifters that will be engraved for wedding day

Child Development Center

**Good News**
- The Child Development Center and the University of Cincinnati online Early Childhood Education will collaborate to provide a 14-week practicum for Early Childhood Education students. The ECE students need an experience in infant/toddler early care and education. The collaboration will begin in May.

- Our program was chosen (based on our quality rating in Ohio) by a local Child Care Resource and Referral Agency to participate in a professional development training. The trainer must “practice” with infant/toddler teachers to receive a trainer certification while our program benefits by receiving innovative course work at no cost. ZERO to THREE is behind the certification and is an evidence-based infant-toddler workforce services that meet the greatest needs and national criteria to support stackable and portable professional development. The Critical Competencies for Infant-Toddler Educators is a Micro-Course Curriculum, Supporting Cognitive Development. ZERO to THREE’s mission is to ensure that all babies and toddlers have a strong start in life.

**Accomplishments**
- The CDC is enrolling children and their student families into our Early Head Start and childcare. This is a significant accomplishment for NCSC and OSU-M students knowing their child/children will be close and cared for in a quality setting. Now the student/parents can work to attain and meet their educational goals.
Goals

- Provide a draft Early Head Start grant and budget for Governing Board and Policy Council to review and approve. The grant application is due April 1.
- Reaching out to individuals on campus and community to assist in the grant writing.

Student Services

Admissions, Recruitment, and Gateway Services

Good News

- The following activities were from February 26th to March 9th.
  - Ashland County – West Holmes Career Center IT visit
  - Crawford Success Center Preview Night
  - Fort Hayes High School
  - Leader Richland Meeting
  - Seneca County College Fair
  - Business Professionals Association College Fair (Columbus)
  - 27 Individual appointments

Accomplishments

- The communication plan is being constructed for the EASE Grant (Encouraging Additional Summer Enrollment). First communication will go out in March.

- Began training on Zingle, a newly purchased “texting” system that will be used to communicate with current students and prospective students.

- Please encourage summer enrollment as a means to achieving a degree faster.

- Kee Hall is receiving minor touches to a face-lift in the rotunda area, the following will take place:

  - Computer stations have been removed and will be placed in a new location
  - The operator’s desk has been removed
  - All new carpet will be installed
  - The large round welcome desk will be removed
  - Lounge chairs and coffee tables will brought in from the Urban Center
  - A new welcome desk as well as several other desks will be brought in from the Urban Center
  - Wood file cabinets will be brought in from the Urban Center to replace old metal cabinets
  - Possible TV (like Fallerius lobby)
President’s College Update

We are hoping to achieve a more welcoming and consistent look to the rotunda. Furniture will match and be arranged to feel like a hotel lobby.

Goals

- 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

- Approximately 50 students attended the Job & Internship Fair on March 7. Seventeen NC State students and one NC State Alumni took advantage of this great opportunity. Click on the following link to view an article from the Mansfield NewsJournal on the event: https://www.mansfieldnewsjournal.com/story/news/2018/03/08/students-choose-hundreds-local-jobs/405085002/

Accomplishments

- **Student Advising Visits:** 72 visits completed during the period of 2/16 – 2/28/2018 (includes email outreach contacts)
- **Student Testing Visits:** 31 visits completed during the period of 2/16 – 2/28/2018
- **Student Disability Services Visits:** 1 visits completed during the period of 2/16 – 2/28/2018
- **General Applicant (Summer/Fall) Nudge Calls:** 103 personal phone calls placed to new applicants during the period of 2/16 – 2/28/2018
- **New Student Orientation Policy:** Approved by President’s Cabinet on 2/27/2018.
- **Connect to College (New Student Orientation):** Dates scheduled for summer/fall 2018. A total of 24 sessions scheduled.
- **Advising Week Campaign:** 18 classroom visits conducted during March 5 – 9. The goal is to increase awareness of the importance of advising and to increase the numbers of current students taking advantage of priority registration.

Goals

- **Review and revision of Academic Probation Policy:** Current policy being reviewed as well as current implementation and practice. Suggested revision of policy and draft of procedure will go to Success Committee in time for April 17 meeting.
Email Outreach Campaign to Current Advisee Caseload: Success Coaches sending positive behavioral “nudges” at Week 12 of semester to influence student mindset and affect positive behavior change. This is a new effort/strategy.

Advising Week Campaign: Classroom visits scheduled and campus-wide outreach conducted March 19 – 23

“Mobile” Priority Registration Event: Campus-wide outreach event scheduled for March 28 – 30 and April 2 & 3 using the college’s mobile unit.

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.

Fresh Start Project: Conducted initial exploration of data and discussion of outreach to students who have been academically dismissed or stopped out due to academic issues.

Registrar

Good News

Student Records and the Deans concluded the review of graduate files. Notifications to students about their graduation status were sent on 03/08/18.

Changes were made to 2018-19 degree audits to reflect recent updates to general education course requirements in several programs.

Accomplishments

A listing of Spring18 students who are currently at or above the 70% completion rate of their declared program was distributed to all academic divisions. Liaisons/advisors/faculty members will be using the list to advise students for the upcoming summer and fall registration period. The intent is to use this information to develop a plan that will allow them to graduate in the shortest possible time. A special thank you goes out to Sheila Campbell who developed the report.

Goals (This heading includes significant goals for the next 2 weeks toward the strategic goals.)

Mid-term grade deficiency letters will be sent on 03/21/18.

Title III

Good News

- Student Advising Visits: contacts completed during the period of 2/19-3/02/2018 (includes email outreach contacts)
President’s College Update

- Advising by liaisons – 2/19-3/02/2018
  - One-on-one advising sessions – 329
  - Outreach / group advising – 60
  - Total ________________________ --------------

- Number of academic plans completed by liaisons 2/19-3/02 --- 13 (2 in one division, 11 in another)

Accomplishments
- Cathy presented a session on Advisor Trac at In-Service Day
- Bev presented the Advising Best Practices sheet revised by Asst. Atty. General to the Success Team / Title III Steering Committee and led discussion on how the information might be distributed to faculty and staff. It is currently posted on the Canvas training modules. It will also be sent to faculty and staff in an email.

Goals
- Continued monitoring of Academic Planning and why they are not getting completed for current students
- Continue work on Annual report
- Work with Dr. Walters on his next survey for gathering input from front-line advisors

Academic Services

Academic Services Director

Good News
- March 5th, 2018 Dr. Lisa Clark a peer reviewer from the Higher Learning Commission visited North Central State to conduct a review of two of our additional locations- The Crawford Success Center, and the Kehoe Center.

- Dr. Clark met with Deans/Directors from across campus in the morning as well as the OSU Head Librarian Vanessa Kraps. Dr. Clark then visited both additional locations and gain insight into our operations from both faculty and students. Thank you to all who attended and gave input. The Higher Learning Commission will give us their feedback within 30 days.

Accomplishments
- Well over 50% of the student satisfaction inventory surveys have been deployed. Lori Zeigler and Brandi Walker are continuing to schedule times and visit classes. Thank you to the faculty who have allowed us to visit their classes.
President’s College Update

The college’s compliance calendar is nearly complete. This might not seem like a big deal, but it is a very important piece of the puzzle to help us keep abreast of all of the federal and state reporting. The calendar can be found “Accreditation and Compliance” on the K drive.

The additional location request for the delivery of the Practical Nursing Certificate at the Crawford Success Center has been sent to ODHE and is currently being reviewed.

Goals

The Federal Compliance Report is due before our September visit from the Higher Learning Commission.

Paperwork for ODHE in regards to a possible Health Service Technology CCP degree program delivered at Mansfield Senior High School must be submitted within the next month.

Business, Industry, and Technology

Good News

Franklin University announced that CCP students from partner institutions would receive a 10% discount on tuition. This is great news for our College Now Business students!

Accomplishments

The Information Technology department conducted a tour of their classrooms for 18 students from Ashland County West Holmes Career Center. Special thanks go out to Paula Waldruff, Carmen Morrison, Jesse Payne, and Mohamed Ghonimy for their participation with this visit.

The College Now coordinators, Rita Wiening and Darcy Carns, have been collaborating with the building staff to develop an evacuation plan for College Now students in the event of an emergency. Since the College Now program is for high school students, special care needs to be taken to ensure all students are accounted for in an emergency. Because of this collaboration, the office staff have developed an “evacuation folder” that can be grabbed upon leaving the building, which includes an emergency procedure handbook and the College Now rosters so valuable time is not spent tracking down student names and contact phone numbers.

Health Sciences

Good News
The LPN program has been ranked #3 in Ohio by Practicalnursing.org based on board scores of graduates.

The News Journal visited the Associate Degree Nursing Simulation Lab.

Accomplishments

- Completed a second Crawford Success Center open house for the LPN program.
- Practical Nursing students completed a community health fair at the Crawford Success Center. Mark your calendars for the Registered Nursing students health fair March 28th.
- Mailed out program acceptance letters for the ADN, OTAP, PHTA, and LPN Articulation cohorts for Summer and Fall 2018.
- Completed the RFP for the Rapids Grant for the Radiology lab upgrade.

Goals

- To mail program acceptance letters for the RADS, RESP, and LPN cohorts for Fall 2018.
- To continue to promote health science program applications to meet full capacity for all programs for the Fall 2018 Cohorts.

Liberal Arts

Accomplishments

- Sara Rollo, associate professor of mathematics and Dr. Diab were panelists on a round table discussion at Otterbein University. The roundtable was titled: “College Textbooks and the State of Affordable Learning Initiatives in Ohio”

Goals

- Finalize curriculum changes for the Education program, and submit for review by the Curriculum Committee and for TAG approval by ODHE.
- Coordinate visit and performance by faculty and students from Yanshan University: “Whispering Dreams of a Spring Breeze,” March 20, 12:30-2 pm, Founders Auditorium.

Tutoring Resources Center

Good News
President’s College Update

Graduate & past Tutor, Kristen Mackayla Cox has been selected as a finalist in the category of “Best Intern” for the 2018 NOCHE EXPYS Awards program through her internship with Arcelor Mittal. The EXPYS is a special awards program that recognizes the best Northeast Ohio Internships and co-ops and the people that make them great. Congratulations, and Good Luck Mackayla!

Outreach and GPS Program

NC State College Faith Based Initiative
- The next Pastoral Breakfast Gathering is scheduled for May 17th.

Graduate Pathways to Success Program Update
- Outreach and Recruitment Activities:
  - We currently have 40 GPS candidates at various stages of the admissions process.
  - 5 students have been unconditionally accepted because they met or exceeded the Accuplacer threshold of 263 to be considered college-ready. We’re talking 13 and 14 year old children. I’d say that’s worth celebrating!
  - 35 students were “conditionally” accepted with Accuplacer scores between 230 and 262.
  - Based upon these Accuplacer scores and interviews, we advanced the 35 students to the next phase of the admissions process. These students were enrolled for the 2nd semester of their eighth grade year in the GPS College Prep experience.
  - This non-credit experience is taught daily Monday through Friday for one class period.
  - There are 13 students in the first section and 22 students in the second section.
  - The curriculum was designed specifically to bolster the students reading and critical thinking skills in order to improve their Accuplacer scores and prepare them for college level studies.
  - The students started in January. They will conclude their studies in May.
  - We are in the 9th week, the end of the first grading period.

Support Activities w/parents and students
- Parents received prepared interim reports on student progress.
- We call or email parents when extra support is needed for their student.

General Update
- Mansfield City Schools is working with Dr. Kelly Gray to create a master schedule for 1 or 2 GPS cohorts for the 2018-2019 Academic Year.
- The GPS participants will take their first college course Fall 2018.
- The number of college courses will gradually increase each academic year until all course requirement have been met to fulfill the ODE high school diploma requirements and the OHHE requirements for awarding an associate degree in Health Services Technology.
- The GPS program makes it possible for students to earn a college degree at no cost to the families over a 4-year period.
Project Highlights to Date
- Given that we are in the first phase of the GPS program and have not concluded the admissions process, I would highlight the following:
  - District and family support for the program has been widespread.
  - Over 40% of the eighth grade class applied.

Crawford Success Center

Good News
- Hosted a Community Health Fair with the 2018 PN program. Steady crowd all day with interested community members for the upcoming LPN program.
- Hosted Wynford ACT Testing 2/27
- Working with Linda Hess to finalize professional development courses for the newly hired Timken Associates.
- The CSC staff is making personal strategic phone calls to potential students for summer and fall semester.
- Higher Learning Commission visit was a success.
- Completed a successful Intro to Supervision training with Linda Hess and her team.
- New marketing materials for the Crawford Success Center are up and out in our community promoting the Fall 2018 programs.

Accomplishments
- Successful LPN Information Night and Community Health Fair event on 3/7
- Named the Primary Partnering Agent for Bucyrus City Schools 21st Century Grant. This will allow for activities to be funded for both the Elementary and Middle/School students to use the building for a variety of activities.
- Ohio Mutual will use the building for their “University Trainings” for the next 6 months.
- Attending a meeting with Dr. Timberlake and representatives from both Ohio Mutual and Hamilton insurance group on how to meet the demands of a growing shortage for the insurance field.
- Serving as a member on the advisory board for the Crawford United Way

Goals
Collaborating efforts with the Crawford Foundation and the NCSC Foundation to plan an evening event for June 7th from 5:30-7:30 “Celebrating Student Success at the CSC”

Implement the strategic recruitment plan for the LPN and HMSV programs starting in the fall of 2018.

Meeting with Marion and Avita Hospital to possibly implement courses for Medical Assisting certificate.

Planning a 3 presentation series for Bucyrus High School. Topic focus: Workforce Ready, College Ready Checklist and Mindset/Ambition

Working with Linda Hess and Workforce for the next level Supervision Training here at the CSC on April 23 and 24.

Public Affairs

Marketing, Public Relations & Creative Services

Good News

Sara Rollo, associate professor of mathematics and Dorey Diab, president of North Central State College were panelists on a round table discussion today at Otterbein University. The roundtable, “College Textbooks and the State of Affordable Learning Initiatives in Ohio” was hosted by the Ohio Department of Higher Education and OhioLINK. The discussion explored the work of numerous institutions throughout the state to transition to Online Education Resources for students. The goal is to reduce the cost of textbooks for all students enrolled in colleges throughout the state of Ohio.

Numerous public events at this time of year. Thank you to everyone who has represented NC State at meetings each week, whether the events occur in the morning, at noon or in the evening.

Accomplishments

- Numerous web updates are being made. Thanks to Teri and Maggie for working on as many as possible.

Goals
Please forward any paraphernalia that might represent the first 50 years of NC State, e.g. lab equipment, old classroom equipment, etc. We are preparing the 50th anniversary materials now.

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

Grants & Government Relations

Good News

Nearly finished with Workforce Development Loan Fund applications. We seek funds in three areas: Nursing (LPN, and RN), MTOM and IT Networking. We received support from employers for the project. We can ask for up to $500,000 to be spread over three degree areas, with a max of $250,000 per program.

Accomplishments

Attended Honors Colloquium presentation by local philanthropist Sam Van Cura.

Represented NCSC as part of a delegation attending a session on Reducing Textbook Costs in which Dr. Diab and Sara Rollo discussed our Open Educational Resources grant project as part of the events prior to the governor’s State of the State talk at Otterbein University in Westerville.

Goals

Complete and submit the proposal for Changing Campus Culture related to sexual violence. We are working with OSU-M and the Domestic Violence Shelter. Last year, we received a $25,000 to pay for programming provided to students. We can apply for up to $35,000 this year. This proposal is due March 15.

Submit short-term certificate proposal before March 30. Working with Dr. Greg Timberlake and Linda Hess to determine which certificates to include in the application for up to $91,000 for tuition and fees funds for students.

Prepare and submit copy for the NSF S-STEM grant, providing scholarships for STEM majors. A proposal is due March 28. We are working with Eastern Michigan University for a consortium project. A project is under way that will focus on Engineering Technology and IT students.
Foundation

**Accomplishments:**

- NC State College Foundation and the Scholarship Committee will be selecting fall semester scholarship recipients on March 20th. Students will be notified in April 2018.

- We Welcome Janae Thomas to the Foundation as our part-time Administrative Assistant

**Goals**

- The Foundation and Resource Development committee are reviewing the current investment policy and updating it for 2018 to continue to maximize our donations and scholarships.

- The annual Employee Giving Campaign will be kicking off in mid-March. New features/benefits will be added, with the 50-year anniversary celebration going on.

- The Foundation is preparing for the 2018 Hall of Excellence and 50th year anniversary celebrations with tables and individuals seats now on sale. Please see Mary or Chris.

President’s Office

**Accomplishments:**

- On Wednesday, February 28th, President Diab participated in the Board of Trustees’ February 2018 Regular Meeting. Feature highlights of the meeting included:
  - The potential merging of the Ohio Department of Education, the Ohio Department of Higher Education, and the Governor’s Office on Workforce Transformation.
  - A resolution was approved granting retired faculty member Gary Wood “Professor Emeritus” status
  - A resolution was approved to convey the honorary degree of Associate of Applied Business to our commencement speaker
  - There was follow-up discussion on renaming “Kee Hall”
  - A resolution was approved to raise tuition by $10 per credit hour beginning Fall 2018
  - Dr. Koffi Akakpo gave a Mid-year Review of the 2017-2018 Budget
  - Trustee Steven Stone presented the Adverse Childhood Experiences Study (ACES)
  - The Board discussed participation in the Leader Richland activities (May 16, 17 & 21)

- On Tuesday, February 27th, President Diab held the February 2018 President’s Cabinet meeting. Policies approved included: Ongoing policy work can be found on the Policy Activity Page
  - 14-21 New Student Orientation Policy
14-091 Assessing Incoming Students’ Readiness Skills (Student Placement) Procedures

**Goals**

- Working to get RSVPs from Joint Program Advisory Committee members and finalize other logistics for the meetings taking place at the Kehoe Center on March 22nd.
- Working to establish a Turnover Folder and Desktop Procedures for the activities of the President’s Office.
- Continuous improvement and implementation on the Pathways Model.
- Preparation for HLC visits.
- Continuous scanning of federal and state regulation changes impacting our college (such as CCP, and Reauthorization of the Higher Education Act).