President’s College Update
For period April 23, 2018

to May 4, 2018

* Submissions for next update are due Friday, September 7, 2018
Good News

- The Pre–Construction meeting was held on May 2 for the James W. Kehoe Center. Contracts where distributed and a timeline for the project was discussed. The next meeting is scheduled for June 13 at 10:00 a.m.

- Facilities handed over the keys to the new tenants at the Urban Center. The new tenants have moved into and occupying the building at this time.

- Facilities personnel continue filling in for Leah while she is away for the next 2 weeks. Please contact Kevin, Sandy or Dean for scheduling of meetings and events.

- The college interviewed three vendors that submitted RFP’s for the new radiology equipment. The committee is scheduled to meet with the final selected candidate next week before recommending the vendor to the administration.

- Facilities will be very busy the next few months as we work on multiple projects, and three reduced staff during the second and third week of May due to vacations and FMLA. We have been averaging over 50 hours a week in event set-ups. Please be patient with facilities as we will accommodate everyone’s needs. We appreciate everyone’s help.

- The RFP for the Cameras and Wireless Access points wire installation is due on May 5.

Goals

- Complete upgrades to the open lab in 144 Fallerius in May.

Human Resources

News

- Summer hours (10-hours, Monday through Thursday) will be for the period of 5/14/18 to 7/27/18. Regular schedule will resume 7/30/18.
## 2018/2019 Holiday Schedule

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### Accomplishments
- Part-Time Utility Worker hired – John Skulski
- PTA Faculty/Program Director hired – Heidi Kreglow
- OTA Faculty/Program Director hired – John Stewart

### Goals
- Current position searches underway:
  - PT Transition Specialist
  - PT Academic Advisor
  - English Faculty
  - Nursing Faculty
  - PTA Faculty/Program Director
  - PTA Faculty/Clinical Coordinator
  - Webmaster
  - Teacher Assistant Sub, Child Development Center
  - IST Lab Assistant
  - Tech Prep Coordinator
Information Technology

Good News

- **RFP for Installation of Security and Wireless Network Update:** The IT department has completed configuring cameras and wireless access points for the main campus. The process of configuring cameras and wireless access points are in the process of being completed for the Kehoe campus.

- **AlertUs Project:** New servers have been ordered to for the AlertUs project. The service will provide College event information to be delivered to faculty and staff desktops.

- **Projectors on AV Carts at the Kehoe Center:** The IT department will be replacing some of the projectors on mobile carts at the Kehoe Center. The projectors being replaced have had low brightness issues and other intermittent problems.

Accomplishments

- **Wireless Controllers Upgraded:** The IT department has completed upgrading the new wireless controllers on the main campus and at the Kehoe Center. These are the wireless controllers that will be used for the new wireless system.

- **Quarterly Maintenance on Data Server UPS:** The IT department scheduled a quarterly maintenance check-up of our data center UPSs with Liebert technicians. The technician from Liebert stated that the UPS units for the data center were operating properly. The technician stated that the batteries in both units will have to be replaced in another two years.

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

- We have sent out the first offers for the Choose Ohio Scholarship for ’18-’19 and have started receiving acceptances from students.
Accomplishments

- Amanda and Jim have held two FAFSA workshops in the college’s testing laboratory. Another session will be held next Monday.
- Jim has completed the awarding of the S.N. & Ada Ford Summer Grant. This is a scholarship which assists our health sciences students who are Richland County residents and who are required to attend summer term. Most of these students only take one class, and as such, do not have enough credit hours to qualify for a student loan.
- Amanda sent reminder letters to TFS students who have not completed their financial aid file, a requirement to receive the TFS. The breakdown:
  - 16/17 cohort: 5 students
  - 17/18 cohort: 39 students
  - 18/19 cohort: 9 students
- Amanda also sent letters to those offered NC State Foundation scholarships who have yet to formally accept the scholarship. Additionally, she sent letters to students who have been awarded loans for summer, but have yet to register.
- Jim presented financial aid information to all three orientation sessions held during the past two weeks.

Goals

- FAFSA workshop, Monday, May 7.
- Jim will be serving as a marshal for graduation.

Child Development Center

Good News
- The Child Development Center is currently enrolling preschool (3 – 5 year olds) children. Contact the CDC for further information.

Accomplishments
- In honor of the Month of the Young Child, the CDC staff, students, children and families celebrate early learning, young children, their families and teachers! Our annual campus walk, Thursday, April 26, was a success! Our program appreciated the staff from NC State/OSU and parents who stepped outside to wave or smile to the long parade. The CDC is thankful to be part of the campus community.
- According to our latest data, 40% of the CDC enrollment includes:
  - Students from NC State/OSU-M – 14%
  - Prior students from both campuses – 17%
  - Graduates from both campuses – 7%
  - Faculty/Staff from both campuses – 2%

Goals
- Maintain full enrollment over the summer months.
Revise enrollment selection criteria for a stronger waitlist practice, for example, staff/faculty may receive higher priority.

Develop an on-going monitoring policy & procedure to maintain compliance with State and Federal regulations.

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Student Services

Admissions, Recruitment, and Gateway Services

Good News

The following activities were from April 23rd – May 5th:

- Pioneer Awards Ceremony
- Preview Day – Crawford Success Center
- Licking County College Fair
- Leader Richland Organization Meeting
- 16 Personal Visits

Accomplishments

- As of May 3rd we have reached 100% of our enrollment goals for summer. Head count, credit hours and term FTE are all at 100% of goal. Orientations continue to

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<th>Total students from previous term that are not yet registered for SU2018**</th>
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- The Preview Day at the Crawford Success Center was not as well attended as hoped but there was a strong showing of faculty and staff
Goals

Review and make adjustments to the enrollment process. Review new and more effective ways to contact and communicate with prospect and applicants.

Student Success Center and Transition Services

Good News

- We have successfully conducted 8 New Student Orientations for summer/fall 2018 with an increased level of attendance. There are 3 additional summer orientations remaining and 16 more orientations for fall!

Accomplishments

- **Advising Sessions**: 226 total (182 In-Person/78 Email/6 Phone) completed during the period of 4/16 – 4/30/2018
- **Testing Visits**: 84 visits completed during the period of 4/16 – 4/30/2018
- **Disability Services Visits**: 16 visits completed during the period of 4/16 – 4/30/2018
- **General Applicant (Summer/Fall) Nudge Calls**: 115 personal phone calls placed to new applicants during the period of 4/16 – 4/30/2018
- **NEW Start Project (formerly Fresh Start)**: Letters to 180 students were sent out over a two day period at the end of April. Students targeted were from the 2012 – 2013 academic year who were academically dismissed by the college or stopped out due to academic challenges and whose last record of attendance was during the 12-13 academic year.
- **Holistic Support for Former and Current Foster Youth**: Eleven currently enrolled students contacted. Three students responded to outreach and have applied for ETV funds. (Students may receive up to $5,000 a year for qualified school related expenses through the program.)
- **Connect to College (New Student Orientation)**: 4 conducted: TUE/APR 17 @ 1 – 4 PM; FRI/APR 27 @ 9 AM – 12 PM AND TUE/MAY 1 @ 9 AM – 12 PM & 1 - 4 PM

Goals

- **Connect to College (New Student Orientation)**:
  - JUNE: 4 scheduled; JULY: 4 scheduled; AUGUST: 5 scheduled
- **Transition Specialist Search Committee**: Conduct On-Campus Interviews week of 5/07/18.
- **Review and revise 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 for discussion during a May meeting.
- **Phone Call Outreach to Not Yet Registered**: Success Coaches calling advisees who are currently enrolled but not yet registered for summer/fall.
- **One Call to Not Yet Registered**: Automated phone call to students who are in Directions and/or Academic Probation who are not yet registered for upcoming term of summer/fall.
- **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.
President’s College Update

Peer Mentoring/Advising Initiative: Developing a peer mentoring/advising initiative (“NC STATE NAVIGATORS”) to support the transition, entry and connection of new students to the college.

Registrar

Good News

 Brad has been working with various departments to enhance and further develop our student processes for enrollment into our on-line degree programs. Meetings are held weekly.

 Mark attended the Institutional Services and Program Review Committee on April 27. CCP and Disability Services made presentations.

 The Refund Committee met on April 24 to discuss one refund request. The request was approved by the committee.

 From 04/20 to 05/04 transfer credits were posted for 40 students. Some of these students had multiple college transcripts with transfer credit. Our office received 51 evaluated college transcripts from Lori Zeigler during that time. Transfer credit notifications were mailed out to these students.

 Goals

 Final grades are to be reported by faculty no later than May 15.

 Honor cords are available for student pick-up in the Student Records Office from May 7 to May 11.

 After grades are posted, SRO will develop probation lists that will be made available for distribution to advisors/liaisons. We will also run our full-time and part-time dean’s lists at that time.

 Grad files will be re-reviewed and degree credentials will be posted to the transcripts.

 Auto awarding of certificates will also take place once grades are posted.

 CCP final grades will be reported to area high schools.

Title III

Good News

 Breakdown of Advising Sessions by liaisons –4/16- 4/27/2018

 One-on-one advising sessions(actual discussions with students) –
President’s College Update

- #Face-to-Face advising sessions 75
- #Email advising sessions 173
- #Phone advising sessions 72
- None of above 9

- Total actual advising sessions with students - 329
  - Outreach (emails or phone call attempts- with no discussion)- 175

  TOTAL 504 student contacts by 3 liaisons

- Number of academic plans completed by liaisons – 13
- Met with liaisons to discuss their conference presentation at Northeast Ohio Academic Advising Conference.
- Title III Evaluation Committee met to discuss data, needs, and items related to the last year of the grant.
- Completed webinar with Dept. of Ed on the Annual Reporting process.
- Report on Advisee Caseload for liaisons

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<th>Academic Liaison</th>
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<tr>
<td>Brandel Boyd</td>
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<td>Brandon Stover</td>
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<td>Brian Wirick</td>
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Goals

- Continued monitoring of Academic Planning, Academic Alerts and Mediated Course Drop, and faculty logged advising contacts.
- Continue work with Michele on budget and Dr. Walters on Annual Report. Will meet with Dr. Diab and Koffi once rollover amounts and final year budget needs are determined.
- Working on report of number of drops, all reasons listed, faculty/staff who signed off, and whether or not there was a STAR alert sent and/or followed up.

Academic Services

Business, Industry, and Technology

Good News
President’s College Update

Linda Hess has been confined until further notice…or until our new whiteboard is installed in the lounge for student use.

A special thanks to Greg Timberlake and Dan Wagner for hosting our first (of hopefully many) “Burgers and Dogs with the Dean and Assistant Dean” event. Kehoe students enjoyed hamburgers and hotdogs cooked by our master griller, Greg! The weather was perfect and a good time was had by all. We hope to repeat the event next spring.

Congratulations to Carmen Morrison for receiving the 2018 Canvas “Thumbs Up” award. Our own, Lynn Jones, was also a runner-up for the award. Well done, Carmen and Lynn!

Accomplishments

On Friday March 27, 8 College Now Engineering students as well as Mike Beebe and Dan Wagner visited the University of Toledo College of Engineering design expo. While there, the students had the chance to engage with the UT engineering transfer specialists, tour the engineering facilities, and interact with 60+ group projects on display by senior engineering students. During the visit, Mike and Dan had an opportunity to meet with Dr. Molitior, Associate Dean of Engineering Undergraduate Studies, and talk about shared student lead projects and transfer opportunities.

The workforce department began 50 hour of electrical and motor controls customized training at Next Gen on May 3.

Timken is scheduled to send four associates to the Kehoe Center for PLC training starting May 7.

Linda Hess will be presenting at In Demand Jobs Open House with Amanda Sheets, Christine Lynch and Melinda Roepke on May 7 at Crawford County Ohio Means Jobs.

Liberal Arts

Good News
Deb Hysell and Tom Prendergast attended the May 2 kick-off of the Strong Start to Finish project. Supported by ODHE, OACC, and IUC, 18 community colleges and 12 universities are participating. The goal of this project is to increase the first-year completion of college mathematics and English by first-time-in-college students by 17% by 2021.

Xintong Jiang will be conducting a Chinese cultural arts summer camp for middle school students in late June.

Accomplishments

The dean and assistant dean met with Chad Schneider, the Arts and Science dean of Marion Technical College to discuss collaboration on transfer pathways—particularly for the AA in Education degree.

Christine Lynch will participate with the In-Demand Jobs open house at the Crawford County Means Jobs Center on Monday May 7th. She will present information regarding the NC State Human Services programs and courses.

David Murray will be presenting a community artists workshop at Element of Art in Mansfield on May 29th.

Goals

Continue working on the Galion Liberal Arts cohort ODHE additional site application.

Work on renewing the articulation agreement with Cincinnati College of Mortuary Science.

President’s Office

Accomplishments:

On Wednesday, April 25th, President Diab participated in the Board of Trustees’ April 2018 Regular Meeting. Feature highlights of the meeting included:

- Dr. Koffi Akakpo presented the Budget Proposal for the 2018-2019 Fiscal year.

On Tuesday, April 24th, President Diab held the April President’s Cabinet meeting. While there were no approvals at this meeting, policies/procedures discussed included:

- 16-261 Attendance and Punctuality Procedures (for Staff)
- 17-12 Student Tuition and Fees Policy

On Thursday, April 26th, Trustees Dr. Dwight McElfresh and Ms. Linda Nelson were joined by Dr. Karen Reed, Ms. Barb Keener, and Ms. Michele Slattery at the All-Ohio Academic
Team Luncheon held in the statehouse atrium to recognize our students named to the All-Ohio Academic Team. Our All-Ohio Academic Team scholars recognized were: Mr. Victor Barnett, Ms. Kasandra Church, Ms. Tessa Harvey, and Mr. Aidan Morris.

Goals

- Working on invitations and planning for the upcoming breakfast meeting with members of the faith-based community representing Ashland, Richland, and Crawford counties.
- 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)

Grants & Government Relations

Good News

- Learned the Ohio Department of Higher Education will soon award the short-term certificate grant. We applied for $91,000 to be used to fund student tuition and fees in a number of industry and technology fields.

Accomplishments

- Presented a talk to Managers Advisory Committee on grants, describing how we determine which grants to pursue and common grant proposal components, as well as responsibilities for reporting and evaluating grants after award.

Goals

- Work with regional partners to put together a proposal for equipment to be funded through the ODHE RAPIDS grant, due May 30. We are seeking a materials testing system for Business, Industry and Technology division to be used in Engineering courses and mannequins to be used in Nursing and Respiratory Care courses in Health Sciences division. The regional partners look to submit by May 17.

- Participate in U.S. Department of Labor grant consortium proposal to address the Opioid Crisis, working with Clark State, Rhodes State and the State of Ohio. The proposal is due July 31.

- Determine whether to submit a Distance Learning and Telemedicine grant proposal to the USDA. Meeting with key college team members. A proposal would be due June 4.
Good News

Our Annual Employee Giving Campaign, Emerald Club, has officially wrapped up and I want to share the exemplary outcomes. A special thank you to all the folks that made a generous donation to the North Central State College Foundation and the students we serve! Through these gifts and the support from our faculty and staff, the annual campaign grew substantially with the following phenomenal results:

- A total of $7,249.60 was raised this year.
- 55% more employee’s participated this year compared to last year.
- 9.4% increase in total donations.
- 54% more faculty donated this year compared to last year.
- 56% more staff donated this year compared to last year.

We had two special opportunities this year and winners were selected and notified. Kimberly Lybarger won the family four pack of tickets to any Cedar Fair park in the nation and Katie Danielson won the gift basket!!

Given the demand for more scholarship support and funding for special College projects and programs, our Emerald Club 2018 Annual Campaign is a vital pathway to providing our students with every possible advantage for their success. The majority of our students are non-traditional, raising families and maintaining employment, all the while attending classes to achieve their dream. Retaining these students is a top priority of ours to keep them on the right path to success.

Accomplishments

- $100,000 grant request to the Conard Foundation to upgrade the RN and LPN labs, beds are outdated and mismatched; new curtains, carpet, and paint are needed.
Grant requests have been submitted for $75,000 to Timken and $75,000 to Kellogg for the Crawford Success Center LPN Program.

The Foundation and Resource Development reviewed the current investment policy and updating it for FY19, to continue to maximize our donations and scholarships.

The Activities Committee are evaluating and will help implement a plan designed by Board member Glenn McClelland to have an experiential fundraiser, in honor of the 50 year anniversary of the college.

Goals

Graduate Picnic – May 10, 2018
College and Foundation Hosted Chamber Business After Hours-September 20, 2018
FY19 Scholarship Luncheon - October 18, 2018

Compliance, Curriculum & Assessment

Good News

The State of Ohio has received increased funds for Perkins. This coupled with the college’s continued movement forward in improving student success may translate into a modest increase in Perkins funding this year.

Numerous employees have begun uploading data, documents, and tables to the Comprehensive Quality Review SharePoint site. This tool, and the increased awareness of this process has made the beginning of this compilation of data much easier than when the Federal Compliance Report was completed in 2010.

Accomplishments

In four days, during the week of April 30-May 4, Lori Ziegler has evaluated and emailed notification of the evaluations of 33 incoming students’ transcripts. I highlight this, not just because I am proud of Lori- which I am. I highlight this also, because this is a process that previously took a significant amount of time and is now being handled much swifter because the college recognized the need for one person to become an expert in this area. This is an example of everyone coming together to agree upon a solution to meet students’ needs. Kudos to all, but especially Lori, China, Mark and Brad.
The infographic pasted below is being updated by our Marketing Department, and will be available to all employees soon. This is a visual overview of the comprehensive quality review process from HLC.

Goals

Tuesday May 8th from 4p.m. - 5p.m. the college will host a webinar with Digarc to allow everyone to evaluate a possible solution to our curriculum consistency issues. We have moved forward dramatically in the last 6 years in relation to curriculum consistency, thanks in large part to Lori Zeigler and Mark Monnes. However as a continuous quality improvement organization we are always looking to do better. Consequently we are looking at a software solution that would allow ‘one click’ changes to curriculum that would change all print, web, catalog, and repository material. This would ensure students always have the most accurate information for advising.

Please note: Curriculum consistency and integrity has been an AQIP action project for over a year. This is part of moving us forward.

Institutional Effectiveness, Analytics & Planning

Good News
Based on OACC-provided consultant report, made adjustments to about 25 courses to more accurately reflect course level according to ODHE rules (general, technical, bachelor). Most changes reflected move to bachelor level which will increase subsidy in future years.

Based on mining of FASFA data by IR/IT, identifying currently enrolled students that were previously in foster care and are eligible for additional financial aid.

Generated list of stopped-out students with no holds or other academic issues based on percentage program completion. Several students near completion will be engaged by college to return.

**Accomplishments**

- Generated data and analysis of sections for HLC Federal Compliance Report.
- Updated reach-out list of targets for Choose Ohio First, working with IT to create RM report.
- Provided updates for College Completion Plan.

**Goals**

- Assemble aggregate data for spring strategic planning sessions.
- Called first meeting of new Data Analytics Subcommittee. Working with Sheila on scope and agenda.

**Public Affairs**

**Marketing, Public Relations & Creative Services**

**Accomplishments**

- Link to the 50th Anniversary Video: [https://www.youtube.com/watch?v=2PwttSizvAA](https://www.youtube.com/watch?v=2PwttSizvAA)

**Goals**

- Presented basics of new web navigation and layouts to academic council on Wednesday, May 2nd.

  - Promoting
    - Online degrees and certificates
    - Business cohort in Ashland
President’s College Update

- LPN classes at the Crawford Center
- Summer Classes

**Outreach**

**Good News**

The GPS Program:
- The program is going great! Our students are still engaged as they prepare for their final round of Accuplacer testing on May 16th.
- Final admission to the program will be determined by May 21st.
- Students admitted into the program will attend a Summer Bridge course on Main Campus from June 4th to June 22nd.
- Parents of all active candidates are being contacted one by one to discuss their student’s progress and early college opportunities in addition to the GPS program (in the event they have other children or are interested in college themselves)
- GPS Team members from NC State and Mansfield City Schools met with Marion Technical College and Marion City Schools on April 27th to discuss progress in our programs and future plans. Both Marion Tech and Marion City were impressed with NC State’s approach to the GPS program and the level of support we're providing to the 8th graders.
- The daily operations GPS team meets every two weeks to review program progress.
- President Diab and Superintendent Garverick are planning a meeting this summer to take the program to the next level in visibility and commitment.

**Pastoral Outreach**

- The next Pastoral Breakfast will be held May 17th at Crossroads Community Church
- Pastor Dave Vance will be a guest speaker. Pastor Dave will be sharing insights and strategies for cultivating and sustaining community outreach efforts built around education and meeting the needs of a community
- Pastor Nate Meiers of Berean Baptist Church and Overseer Renea Collins of Kingdom Grace Fellowship are co-chairs of the Pastoral Steering Committee for NC State College.

**Mansfield City Schools Seniors**

- Carter continues to meet one on one with seniors to discuss NC State programs, college admissions, Focus2, the Tuition Freedom Scholarship, financial aid, and career choices
- Last Friday, Carter presented to the entire senior class in a special assembly

**Diversity and Social Justice Committee**
President’s College Update

- The committee continues to grow! More and more members of the college community are interested in the work of diversity and social justice.

- We are so pleased that faculty and staff feel comfortable with sharing their questions and concerns about how to address particular situations inside and outside of the classroom.

- The group is becoming a trusted college resource committed to making life better for all by upholding the college's values of diversity, equity, and inclusion.

- We are happy to announce that we will have an active role in Convocation this year!

- Over the summer, we will be working on formalizing a short-term plan for impact as we grow in our understanding of one another and how best to support our college community.

Crawford Success Center

**Good News / Accomplishments**

- The CSC Staff is continuously making phone calls to potential students for summer / fall semesters.

- Volunteered and participated in the Crawford’s Leadercast Event