President’s College Update

For period September 24, 2018 to October 5, 2018

* Submissions for next update are due Friday, October 19, 2018
Business, Administrative & Student Services

Controller
- Working on the auditor’s report

Facilities Management
- The Architect review committee met and has interviews on 10-10-2018 for the two upcoming projects, the Phase II Kehoe Center Roof Projects and the IT Infrastructure Project.
  - Phase II Roof Project $ 1,200,000.00
  - IT Infrastructure Project $ 326,246.00
- Facilities continues working on the Wire Access Point/Security Camera installation. Contractors have begun working at the Byron Kee Center and the Child Development Center. The completion of the project is scheduled for 11-15-2018.
- The Kehoe Center Roof projects continues with completion of the phase I project scheduled for 12-18-2018.
- Facilities and CERT (Campus Emergency Response Team) continues working on safety and security measures to provide a safe environment for the students, faculty and staff we serve. All faculty and staff can view their cell phone numbers to make sure they are receiving emergency text messages from the Mansfield/Buckeye Alert System by following these steps.
  - Log in to MyNC
  - Go to Employees
  - Go to Change Address
  - Edit numbers (you can provide two cell phone numbers to receive alert text)
  - Submit
- Facilities uploads these files monthly
- If you have any questions please contact the Facilities Director

Human Resources

News
- Premium Holidays for health insurance will take place during the following pay periods. Those with health insurance will not have insurance contributions taken out of these pays:
  - 9/21/18
  - 10/5/18
  - 10/19/18
President’s College Update

- 11/2/18
- 11/16/18
- 11/30/18

United Way of Richland County and United Fund of Shelby to kick-off soon.

Accomplishments

- Randy Blankenship hired as Major Gifts Officer, Foundation – started 10/8/18

Goals

Current position searches underway:

- Director, Grant Development/Administration & Stakeholder Relations
- Senior Administrative Assistant, Health Sciences
- Director, Capital Planning and Facilities Management
- Dean, Liberal Arts
- Part-Time Teacher Assistant, Child Development Center
- Part-Time IST Lab Assistant
- Part-Time Facilities Utility Worker

Information Technology

Good News

- **Wireless Network Update:** The installers have started installing wireless access points and security cameras in Byron Kee Hall. The installers will also go to the Health Science building and finish installing wireless access points in classrooms when they are not in use.

- **Digital Signage at Crawford Success Center:** IT investigated an issue with the digital signage screen at CSC and found that the main logic board is faulty within the monitor. A new logic board will have to be ordered to remediate the picture issue on the screen.

- **HLC Visit:** The IT department is in the process of setting up a space for our HLC visitors to do their work and meet their technical need in Fallerius Hall.

Accomplishments

- **Classroom Success:** An instructor stated that at NCSC they did not use a certain online program because the existing wireless network could not accommodate a classroom of students accessing the web site with their devices. After the new wireless system was installed I ask the faculty member to try having the students access the website via the new wireless network. The faculty member sent me an email stating that all students at the same time were able to wirelessly connect to the website.

- **Calibration of Cameras in Fallerius Hall:** IT has calibrated all the new security cameras located in Fallerius Hall. The security cameras are now active in the building.
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

FAFSA workshops focusing on students wanting aid for spring semester are underway. We thank Casey Kelley for making the testing center in Byron Kee available to us.

Accomplishments

Susi made phone calls to students who had applied for admission this year, but have not applied for aid. She also called those for whom we received a FAFSA report, but have not applied for admission. Our message is that there are still two terms left in this academic year and aid is still available.

Amanda is knee deep in setting up the Colleague financial aid module for the ’19-’20 aid processing year. Ellucian folks have told us that Student is the largest component of Colleague, and financial aid is the largest component of Student. As such, there is a lot to set up. Ellucian is still working on its set up for ’19-’20; they need technical specifications from the feds to go further. Until this is all completed, our office will not be able to start processing next year’s FAFSA data.

We sent letters to those enrolled in fall, but who still owe a bill to the college. We can still process loans for these students.

Jim presented financial aid information at the recently held Mansfield area college fair on campus and gave a financial aid night presentation at Northmoor High School.

Goals

Jim and Caroline will be working with parents at Mansfield Christian School to complete FAFSA’s.

Jim will also be presenting aid information at Ashland and Buckeye Central high schools, and Caroline will make an aid presentation at Ontario High School.

Caroline will be accompanying Student Success Center staff in making classroom visits. Students will be encouraged to register for spring classes and apply for ’19-’20 aid.
Financial Aid Industry News

October 1 was the first day on which students could submit FAFSA’s for the 2019-2020 academic year. FAFSA’s for 2018-2019 (current year) can be submitted until June 30, 2019.

Tax return transcripts, which are used to complete the aid verification process, are now produced by the IRS with some PII (personally identifiable information) redacted. This makes it essential that students put their NCSC ID’s on forms they submit to us.

Child Development Center

Good News

The CDC and its staff are always excited for fresh ideas, new directions, learning innovative things and supporting philosophies that have proven to be helpful to children and their families. Our community partners from Catalyst Life Services, Early Childhood Mental Health Consultants (ECMHC), introduced the nationally standardized, reliable and valid Devereux Early Childhood Assessment (DECA) ONLINE for infants, toddlers, and preschoolers. This web-based application allows for both teacher and parent ratings to be entered online. It completes all scoring, generates reports, provides strategies for both school and home settings, and stores your data in a secure database. Our program will get started with the e-DECA in order to promote resilience and social-emotional health in young children and in the adults who care for them!

Accomplishments

Our program was a spotlight program for our local Child Care Resource & Referral agency. The message is a resource for our campus student parents and the community. Check it out on Facebook.

Completed the Ohio Department of Education Food and Nutrition, Child & Adult Care Food Program (CACFP) annual application. This provides approximately $40,000 annually towards healthy, nutritional meals for young children.

Goals

Full enrollment in preschool classrooms by beginning of November

Our program experiences turnover with part-time positions. The CDC currently has one position open and it’s been since July 1st

- Teacher Assistant – up to 29 hours a week, scheduled for 28.75
- Substitutes
- Student Assistants (students who aren’t eligible for FWS)
Student Services

Admissions, Recruitment, and Gateway Services

Good News

The following activities were from September 24th to October 5th

- Knox County Career Center Mini College Fair
- Knox County College Fair
- Knox County Career Center Media Lab
- OSU/NCSC College Fair
- Ridgedale High School Visit
- Madison DHO Class
- Madison High School Sophomores Visit
- Elgin College Fair
- CTE Meeting
- Marion College Fair
- Centerburg High School Visit
- East Knox High School Visit
- Pioneer Lab Presentations
- Mapleton High School Visit
- Ashland High School Visit
- RMC Days (Kehoe)
- Lorain County College Fair
- Hillsdale High School Visit
- Fall Counselors Meeting

Accomplishments

Fall Preview Nights have been set. Programs will run from 6:00PM to 7:30PM

- November 1st – Health Sciences
- November 8th – BIT Kehoe Center
- November 15th – Crawford Success Center

We will also be hosting a “Spring Information Fair” on November 29 for students interested in starting classes spring 2019.

Goals

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

Good News

- The Refund Committee met on 10/04 to discuss one refund request. The request was approved and a previous pending request was also approved.

- Brad presented information on our new online degree programs to area high school counselors on 10/05.

- Mark took part in two hour webinar regarding the state-wide transcript coding initiative on 09/28. We appear to be on track with the initial phases of the implementation.

- Parchment has assigned us a Project Manager as we activate our Parchment Send Colleague API Connector service. The next step is to have a planning call where Parchment will review the steps and timeline, and ensure we are all ready to move forward. The Project Manager requested additional Parchment resources necessary to carry out the technical install and the functional configuration. Once that has been settled, Parchment will coordinate the planning call.

Accomplishments

- A new section on our website devoted to students who will be completing classes for their program exclusively online is now up and running. We have already received two applications for the online programs. Brad was instrumental in developing this section, as well as, developing new ways to provide online students with testing, orientation and advising. Brad is acting as the primary advisor for this group of students at this time. The planned start date for the online degree program is spring 2019. Online programs being offered are in the areas of business, criminal justice and liberal arts.

Goals

- Will begin work on testing the online graduation petition in self-service.

- Mid-term grade reminder memo will be sent to faculty on 10/10/18.

Student Success Center and Transition Services

Good News

- Shane Smith (Alumni of NC State) is currently completing a field placement for his Bachelor’s Degree in Social Work through Indiana Wesleyan University within the department. He will be supervised by Dough Heestand. We are excited to help a former NC State grad complete this final step toward receiving his Bachelor’s degree.
Accomplishments

**Advising Contacts:** 119 total visits (116 In-Person/3 Phone Calls) completed during the period of 09/16 to 09/30/2018

**Career Contacts:** 28 total visits (27 In-Person/1 Classroom Outreach) completed during the period of 09/16 to 09/30/2018

**Disability Services Visits:** 52 total visits (9 Advising/43 Proctoring) completed during the period of 09/16 to 09/30/2018

**Testing Visits:** 17 total visits completed during the period of 09/16 to 09/30/2018

**Transition Contacts:** 99 (40 Phone Calls/59 Text Messages) total completed during the period of 09/16 to 09/30/2018

**Holistic Support for Former and Current Foster Youth:** Email outreach sent to 8 currently enrolled students who may qualify for Education and Training Voucher (ETV) funds. (*Students may receive up to $5,000 a year for qualified school related expenses through the program.*)

**FYEX 0070 Classroom Visits:** Completed 9 classroom visits to encourage students to meet with their assigned advisor before priority registration.

**“New Start” Outreach:** Obtained list from IS/IR of students from Academic Year 2014-15. Developing outreach campaign timeline.

Goals

**Connect to College (New Student Orientation) – SPRING 2019 DATES:**
- WED/NOV 7: 9 AM -- 12 PM & 1 PM -- 4 PM
- SAT/NOV 10: 9 AM -- 12 PM
- TUE/NOV 13: 9 AM -- 12 PM & 1 PM -- 4 PM
- TUE/NOV 27: 9 AM -- 12 PM & 1 PM -- 4 PM
- TUE/DEC 4: 9 AM -- 12 PM
- FRI/DEC 7: 1 PM -- 4 PM
- WED/DEC 12: 9 AM -- 12 PM & 1 PM -- 4 PM
- TUE/JAN 8: 9 AM -- 12 PM & 1 PM -- 4 PM

**Saturday ACCUPLACER Testing:** Scheduled a Saturday date of SAT/OCT 13 in order to increase ability to meet needs of students.

**Advising Weeks:** Conduct campus wide outreach campaign during weeks of October 15 and 22 to encourage students to meet with their assigned advisor before priority registration. Will partner with Financial Aid Office to increase awareness of Financial Aid workshops. Also to include “mobile advising”--- advising team will be located onsite in Fallerius, Kehoe and Health Science Buildings at tables and walking around interacting with students and answering questions.

**Priority Registration Kick-off Event:** To take place in the Student Success Office on 10/31… Candy, costumes and cool door prizes for students!

**CollegeNOW Transition:** Partnering with CollegeNOW to plan an event to help students and their family members prepare for “life after high school & college”!

**Meet & Greet: Speed Networking:** Finalize details for event scheduled for November 8.

**Professional Development Fridays:** Plan for and complete October 19 and November 30 from 8 AM – 11 AM.
Title III

Good News

- Worked with Michele Schaad for the final projected payroll and expenses in Year 5, the last year of the grant. This allowed us to come up with a projected figure of anticipated rollover dollars to use for the purchase of new advising software. A proposal was written and submitted to the Dept. of Ed for approval.
- Two liaisons attended the NACADA National Convention in Phoenix.
- 203 Student contacts one-on-one by liaisons from 9/14-9/28/2018
  - 203 One-on-one Advising contacts
  - 309 Outreach emails or phone calls
  - 37 Academic Plans completed through graduation and archived
- 122 Student advising contacts made and logged into AdvisorTrac by faculty

Goals

- Working on cohort data for Dr. Walters to find patterns of students who attended fall but did not return in Spring.
- Ongoing data evaluation of cohorts.

Academic Services

Business, Industry, and Technology

Good News

- Two of Lynn Damberger’s graduates from the Visual Communications Media and Technology program will have their movies shown in the upcoming Cleveland film festival.
- Apprenticeship grant funding has been extended through September of 2019!
- The Workforce department has received $91,000 dollars to help students obtain short-term certificates in specific manufacturing and IT areas.

Accomplishments

- Our Cyber Security program is now a member in the Palo Alto Networks Cybersecurity Academy. Thank you to Mohammed Ghonimy for securing this new credential!
- Linda Hess met with the new RCDG Workforce Director to share what training and services NC State offers for the residents of Richland County.
- On October 5-6, the Kehoe Center hosted several groups of high school students for the Richland Manufacturing Coalition (RMC) Manufacturing Days. This yearly event takes
place on and around the National Manufacturing Day and allows area students the opportunity to tour several manufacturing facilities in the area while learning more about the many careers available in the field. Special thanks go out to:
- Chris Barker, Darcy Carns and the College Now Engineering students for demonstrating the robotics and fab lab equipment
- Linda Hess, Dan Wagner, Greg Timberlake, April Gregory, Montana McFarland, Diana Kelley, and Paula Waldruff for assisting with presentations and tours

- The Workforce department will be hoisting a Lean Manufacturing workshop with Scioto Productivity Solutions on October 9. In addition, Intro to Supervision training is scheduled for October 16-17 at the Kehoe Center.

- Linda Hess met with two representatives from FFCB in Bucyrus to discuss training needs specific to banking.

- The CMM/Quality training model has been submitted to Warren Rupp for approval.

- The Workforce department will be assisting GE in Bucyrus with hiring assessments in the near future.

- Linda Hess and Amanda Sheets will be attending an employee resource fair on October 11 in Bucyrus.

- The photo portrays a College Now Junior/Freshman demonstrating robotic acumen to a group visiting from St. Pete’s High School as part of manufacturing days.

## Health Sciences

### Good News

- All Summer 2018 graduates of the Practical Nursing program have successfully passed NCLEX on their first attempt!
Accomplishments

- The flammables storage cabinet donated by Charles River has been placed into the HS315 prep lab and is being utilized.
- Started conversations with Ashland University and University of Findlay regarding articulation agreements for students in the SciMed program.
- Submitted the CTAG documentation for BIOS 1010 and BIOS 1030. Thank you Jason Tucker!
- Completed the BioScience Fall advisory Committee meeting, and several other programs are scheduled.
- Provided an update to high school guidance counselors at the counselor breakfast.
- Participated in the Ohio Health Career Fair for employees at the Mansfield Ohio Health location.

Goals

- Secure additional adjunct biology and bioscience faculty for the upcoming semester.
- Continue to work with Monica Durham on streamlining the CCP application process for the Bioscience and SciMed programs.

Liberal Arts

Good News

Wendy Hall, Communications adjunct faculty member, presented her success in using Zoom for online class presentations at the Ohio Communication Association conference, Oct. 6.

Chinese Fall Festival will be held Wednesday, October 17, 11:30 a.m.-1:30 p.m., in 164 Fallerius. Yanhong Bai and the University of Toledo Confucius Institute faculty will offer Chinese crafts and arts, and Chinese food will be served. All are invited to attend.

Accomplishments

- The Liberal Arts AA, and Criminal Justice, Fastrack Corrections, and Fastrack Law Enforcement AAS degrees are part of the offerings included in the fully online marketing and support services that the college is now offering—especially to extend access to nontraditional students and students in outlying counties.
- The program/articulation outline has been completed by Anne Strouth for submittal with the Memorandum of Understanding for the partnership with the Department of Rehabilitation and Correction for the Corrections Fastrack Online degree program for employees of 27 Ohio prisons.
The Strong Start to Finish team attended a convening at the Columbus Convention Center October 4 and 5. Barb Keener presented the college’s embedded tutoring program at a roundtable discussion, and Deb Hysell presented progress in offering co-requisite English and mathematics courses.

Logan Broadbent, presented “Boomerangs Are Coming Back and You Can Too: How Passion and Drive Can Transform a Career” at the Honors College Colloquium, October 2.

Goals

Submit to ODHE Guaranteed Pathways applications for English (by October 12) and Mathematics (by October 26).

Develop proposal for spring 2019 cultural collaboration between students in an online SOCY 2010 Cultural Diversity and Racism class and students in an English language class at Yanshan University.

Complete revisions to the syllabi of five TAG Education courses and submit to the Curriculum Committee.

At the October 19 Curriculum Committee meeting, Christine Shearer will present a new math course (MATH 0084) that combines and replaces MATH 0074 and MATH 0086 and reduces math prerequisites by 4 credits and one semester for some students and prepares for the replacement of the Tech Math courses.

Deb Hysell and Galion High School administrators are nearing completion of the Additional Location Request for the Galion High School Liberal Arts AA program for fall 2019. Goal is to complete the request by mid-October. On October 12, Kelly Gray and Justin Tickhill will review the available biology lab facility and lab inventory to determine whether it would be feasible to offer BIOL 1230 and 1231 as part of the program. Galion has offered to re-equip their facility if feasible.

The English Department is working with Tom Prendergast to prepare for program review October 26.

President’s Office

Bitter-Sweet Farewell!

Putting together a “Farewell Reception” for Sam Renfroe for Thursday, October 11th from 3:00pm – 4:30pm in 155-Fallerius to thank him for all he has done for the College and to wish him and his family well in their new adventure. Please make plans to stop by for cake and other goodies and to send him off with all our best wishes for continued success!
Accomplishments:

On Tuesday, September 25th, President Diab held the September President’s Cabinet meeting. The following policies were approved:

- **13-05** Admission Policy
- **18-15** Security Camera Policy
- **18-19** Campus Smoking-Tobacco Policy

On Wednesday, September 26th, President Diab participated in the Board of Trustees’ September 2018 Regular Meeting. Feature highlights of the meeting included:

- Drs. Diab & Akakpo joined those Trustees present for annual ethics training conducted by the College’s counsel from the attorney general’s office.
- Resolution R-2018-34 was approved for the Waiver of Tuition for Private School Students and Home Schooled Students Who are Not Funded Under the College Credit Plus Program.
- Resolution R-2018-35 was approved for submission of the 2018 Report of Efficiency Review and Implementation Plans for North Central State College.
- Resolution R-2018-36 was approved for 2018-2019 Operating Budget Amendment #1

On the week of October 1 - 5, President Diab visited 15 of the classes that were randomly selected to participate in the Alumni Association’s 50 get $50 project to present the 15 lucky students with a $50 bill in celebration of our 50th Anniversary. He will resume his visits following our HLC visit.

Goals

- 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

Grants & Government Relations

Thank You

Thank you to all who helped make the Grants Office successful over the past 6 years. As a college, we have generated nearly $19 million in grants in that time. I appreciate the support so many have provided in so many different capacities over the years to make it possible.

Best wishes,

Sam Renfroe
Foundation

Good News:

In celebration of the College’s 50-year Anniversary, the College Alumni Association is sponsoring the “50 get $50” project. The project began on October 1st and is being received very well by both faculty and students and is creating quite a stir as word of the project gets around. So far, 15 classes have seen students randomly selected to receive a $50 from President Diab. With 35 more classes to go, your class could be next to have a student selected to receive a “crisp” “clean” Fifty Dollar Bill! All thanks to the support of our Alumni Association.

Goals:

- FY19 Scholarship Luncheon - October 18, 2018
- Crawford Success Center Arts for Success is Thursday, Feb 21, from 5:30 pm to 8:30 pm. We will feature the area high school students’ art for sale in the silent auction and fine art in the live auction. Miss Ohio will be attending, along with Judson Laipply, Evolution of Dance creator, American motivational speaker and comedian from Bucyrus Ohio will emcee.
- Hall of Excellence is Friday, April 12, 2019

Compliance, Curriculum & Assessment

Good News

The finishing touches on the HLC visit were completed by Renee Nussbaum, Steve Williams, Traci Lykins, Kelly Bussart, and Major Price. These people spent Thursday and Friday October 4th & 5th working to create a comfortable environment for the HLC reviewers.

Accomplishments

Sheila Campbell, Ted Mecurio, and Tom Prendergast submitted the ever important “Gainful Employment” compliance information to the federal department of Education.

Lori Zeigler, and Gina Kamwithi created, presented and received feedback on the new ‘Equipment Refresh calculation’ sheet. Example Below
Goals

- The most important short-term goals will not only be a great HLC visit, but positive feedback from HLC when they send us our first draft of the report in November.

- Long-term goals are the updating of the curriculum handbook, assessment handbook, and the creation of an Academic Services/Accreditation handbook.

Institutional Effectiveness, Analytics & Planning

Good News

- Continuing to track outcomes on pilot project for 4-week unsatisfactory grade. Of 190 unsatisfactory grades, only 15 students have dropped thus far. Next step is to track changes at mid-term grades.

- Worked with Kee Center staff to track down nearly all missing CCP student identifiers for billing purposes to meet fall deadline.

Accomplishments

- Progressing through program review data (English, IT, Tutoring).
- Working with Kee Center staff on data strategies to help with spring enrollment push, such as former CCP students that never enrolled anywhere past high school.

- Meeting several external reporting deadlines.
Goals

- Do additional research to support Strong Start to Finish effort, such as advising lists of students that have not completed gateway math and English.

Public Affairs
Marketing, Public Relations & Creative Services

Good News

- Celebration of our 50th Anniversary continues.
  - Attended my first $50 for 50 students presentation on Oct. 4th at the Crawford Center. The student who received $50 in the random drawing was surprised and happy. But beyond that, the students seemed happy to meet, and hear from, Dr. Diab. Thanks to the NC State Alumni Association for funding this initiative to celebrate the 50th Anniversary and improve engagement with our current students (and future alumni)!
- Online subsite is live. Go to https://ncstatecollege.edu/online-learning/ to check it out.
- Brad Dunmire gets kudos for driving this initiative!
- Good luck to everyone who helped prepare for HLC. Thanks Gina for leading the charge!

Accomplishments

- Submitting content for Live Scan of the new website toward ADA Compliance.
- Testing needs to be completed and report delivered by early December

Goals

- Online Promotions begin week of 10-8
- Continue implementing promotions for FY19
- Promoting
  - On campus, online, on budget
  - Practical nursing
  - Preview Nights
  - FAFSA events

Outreach

Update on GPS Program at Mansfield Senior High:

- The 2022 Cohort is taking their first college course and doing well! We have 28 fourteen year old college students who are very excited about their future.
President’s College Update

- We have begun to recruit for the 2023 Cohort. We currently have 65 applicants who will be taking the Accuplacer this month and moving through the pre-admissions process.

- We look forward to our Partner Meeting on October 22nd with Mansfield City Schools, Marion Technical College, Marion City Schools, and OhioHealth.

The Diversity Equity and Inclusion Committee will be presenting at the Faculty In-service in November 12th. Our presentation at Convocation was well received and we look forward to additional opportunities to share with the college community.

Crawford Success Center

Good News

50 get $50 project winner!

Congrats Katie Alspach! Thank you Dr. Diab and North Central State Alumni Association!

Accomplishments
- Hosted Supervision Training 8/26 & 8/27
- Amanda Presented at Galion and Bucyrus High Schools
- Hosting Goodwill Life skills class every other Wednesday

Goals
- Market for upcoming Preview Nights and FAFSA Workshops
- Continue to visit High Schools
- Continue to schedule site visits with Companies for the Arts for Success Event