President's College Update

For period August 28, 2017

to September 8, 2017

** Submissions for next update are due **Friday, September 22, 2017***

AQIP Work Group

Good News

- The AQIP work project "Enhancing the Student Experience from Inquiry to Graduation" is on schedule to finish two of the most important goals set for the group.

    1. Create an infographic of the onboarding process that can be used by students and employees to keep track of the tasks needed to get from application to first day of class.

    2. Begin the cross training of student services managers and AQIP team member, in each of the student services areas.

Accomplishments

- The team attended several EAB sponsored workshops (on campus) to help the managers understand the customer service needs of our students and best practices employed by other institutions. The group created and refined a "Student Responsibility to Pay" policy that was passed by President's Cabinet.

Goals

- The team's next goal is to decide upon our cross training intervention. This will be a specific training for the team members to learn a function of one of the student services offices. The team members will individually spend two hours per week devoting time to learn/help with that particular office function. This is to have feet on the ground, a "walk a mile in someone else's shoes" experience. This will set the stage for further cross training for more employees.

Business, Administrative & Student Services

Controller

Goals

- Working to finalize year-end figures in order to close out the 2016-2017 fiscal year and prepare for the upcoming annual audit.

Facilities Management

Good News

- The. Kehoe Center Cooling Tower project will be starting on 09-28-2017. The project cost for the cooling Tower replacement is $98,980.00
- The RFP for IT equipment proposals are due on 09-14-2017. Funding was available in the Capital Appropriation Bill for the purchase of the new IT equipment.

Accomplishments

- Kehoe Center facilities completed the annual fire alarm inspection.
- Facilities increased classroom size in room 121 Fallerius from 32 seat capacity to 50 seat capacity
- Facilities has been working with the Emergency Operations Plan Group to update the EOP.

Goals

- Complete Contract for Kehoe Center Cooling Tower

Human Resources

News

- Insurance contribution rates will change from 13% to 14% effective payroll dated 9/22/17.

			Employee Contribution Per Pay (14%)
Medical/Rx	Single		$46.29
	Family		$112.45
Dental	Single		$5.88
	Family		$14.50
Vision	Single		$1.23
	Family		$3.08

- 17-18 Holiday Schedule:

2017/2018
Holiday Schedule

Wednesday	*Thursday*	*Friday*	*Saturday*	*Sunday*	*Monday*	*Tuesday*
12/20	12/21	12/22	12/23	12/24	12/25	12/26
Vacation, Personal or Unpaid	Vacation, Personal or Unpaid	College Paid			Paid Holiday	Paid Holiday
Wednesday	*Thursday*	*Friday*	*Saturday*	*Sunday*	*Monday*	*Tuesday*
12/27	12/28	12/29	12/30	12/31	1/1	1/2
Vacation, Personal or Unpaid	Vacation, Personal or Unpaid	College Paid			Paid Holiday	Paid Holiday

Accomplishments

- Collective bargaining agreement with Faculty Association ratified by faculty and approved by Board of Trustees. New CBA in effect through Spring term 2020.

Goals

- Current position searches underway:
  - Academic Advisor, Student Success Center
  - PTA Faculty/Program Director
  - Chemistry Faculty
  - Teacher Assistant, CDC
  - Adjunct Liaison
  - Health and Safety Coordinator, CDC

Information Technology Updates

Good News

- **RFP for Phase II of IT Project**: The RFP for phase II of IT project is out for bids. Phase II of the project will encompass the installation of new wireless access points for the main campus, installation of security cameras and installation of new network POE (Power-Over-Ethernet) switches to power network devices.

- **My Password Services Update:** The physical server for which My Password Services resided had a hardware failure. The service is being re-installed on another server and is needing a security certificate to ensure that all passwords are encrypted to provide protection from hackers. The security certificate has been ordered and has not arrived.

- **Redundant Ellucian Router:** The IT department has installed a second Ellucian router at the Kehoe Center. This router will enable personnel at the Kehoe Center to use the second router to access Colleague.

Accomplishments

- **Technology Services New Location:** Technology Services has moved to a new location in Fallerius Hall F-074 suite.

- **Fallerius Data Center:** Construction on the data center 100% complete. The IT department finished installing servers in the new data center located in Fallerius Hall F-072A in July of this year.

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.

- **Cell Phone DAS for the Kehoe Center:** The IT department is working with the administration in hopes to get funding to install a cell phone DAS (Distributed Antenna System) on the bottom floor of the Kehoe Center.

Institutional Research

Good News

- Assisted implementation team with data related to Choose Ohio First scholarship. About $160,000 awarded thus far.
- Coordinating "Efficiency Report" required by state law. Making progress with help from various departments.

Accomplishments

- Set planning and agenda for Achieving the Dream visit in late September.

Goals

- Lot of mandatory reporting due, as always.
- Generate data for program reviews and other college needs in between.

Financial Aid Office

Good News

- USED has approved our request to have several one-semester certificates be eligible for federal student aid. Dr. Gina K. provided the majority of work on this.
- Year 'Round Pell has been restored. This means students will not run out of Pell dollars in summer term as many had in the past.
- We are now accepting, and will be through the end of September, applications for NC State Foundation scholarships for SP2018.

Accomplishments

- Federal aid awarded for 2017-2018:
  - Pell - $5,345,375
  - Loans - $3,388,578
- Significant other awards for '17-'18:
  - Tuition Freedom - $248,653
  - Choose Ohio First - $177,750

Goals

- The yearly FISAP, a report all schools submit to USED detailing the use of federal financial aid during the past year, is due by the end of this month. It's mostly done, but we still need a few last minute data.
- Students may start submitting FAFSA's for 2018-2019 in less than a month (10-1-17). Information from 2016 federal tax returns will be used.
- The Mansfield Campus College fair will be held Tuesday, September 19. Jim will be giving a presentation about financial aid to begin the evening.
- Jim will be giving a financial aid presentation at South Central High School September 18.

Child Development Center

Good News

- The Child Development Center is fully enrolled, but still accepting applications for future openings. Please call the CDC at 419-755-5600 for information on our program services.
- Our program has provided 40 scholarships through the Early Head Start grant. The grant will provide child and family development to 4 prenatal mothers, 13 center-based infants and toddlers and 23 home-based infants and toddlers. All families are from Richland County.

Accomplishments

- The CDC is providing lab experiences for approximately 15 NC State Human Growth and Development students as they observe the development of infants, toddlers and preschool age children.
- Participating in the Community Baby Shower on Saturday, September 9th. Our program will be providing developmental screenings for parents with infants, as well as information on 10 Simple Things that can Boost your Child's Brain Power!

Goals

- Encourage parents to participate in our Policy Council. Participation will provide parents an opportunity to develop leadership skills and be the voice for their children. Policy Council meetings are held monthly at the CDC and members include parents, community agencies and CDC management staff.

Ralph Phillips Conference Center

- No Report (Leah was on vacation this week.)

Student Records (Registrar)

Good News

- The Registrar met with T. Prendergast, and IT Staff on 08/22 to discuss course/program information that is submitted for state reporting. Developed process to ensure accurate and up to date information is provided to IT for submission to the state.

- Continue to work closely with CCP Director and Advisor to register CCP students for off-campus classes. Began utilizing SharePoint to exchange roster information. We are still receiving a considerable amount of schedule adjustments from the high schools, as well as, brand new registrations. Currently, we have a **total** of 1,213 CCP students enrolled in 2,369

class sections for FA2017. Specifically for off campus; we have 818 students enrolled in 1,145 class sections taught at area high schools. That is excluding any online course arrangements with the high schools.

Accomplishments

Successfully processed non-attendance drops for fall semester. 77 students were administratively dropped from 125 class sections.

Began using the new Mediated Course Drop procedure/form for fall. Students are now required to obtain faculty signatures for approval. E-mailed faculty approvals have been working well for the online classes.

Initial fall semester enrollment report was successfully submitted to the Student Clearinghouse.

Goals

- Will continue to work with S. Campbell to develop a listing of current students who are near completion of their degree. Academic divisions will receive a listing of students who are at or above the 75% completion rate of their degree. Liaisons/faculty will conduct follow up contacts to these students to ensure they are on track to graduation. Hope to have a list fully developed prior to spring registration.

Student Success Center and Transition Services

Good News

- Tara Hines joined the SS&TS team on June 19th as a full-time Advisor. Tara has a background in working to assist individuals in pursuing goals and achieving their dreams. Tara will work closely with Brian Wirick and the Liberal Arts Academic Division.

Accomplishments

- **CONNECT TO COLLEGE – New Student Orientation**: 559 new students attended orientations held between April to August for fall term
- **Student Advising Visits:** 233 visits completed during the weeks of 08/16 – 08/31/2017
- **Student Testing Visits:** 35 visits completed during the weeks of 08/16 – 08/31/2017
- **Student Disability Services Visits:** 17 visits completed during the weeks of 08/16 – 08/31/2017
- **FYEX 0050 Group Advising & Academic Planning Presentations:** Completed 9 Group Advising and Academic Planning presentations to students enrolled in FYEX 0050
- **FYEX 0060 College Student Inventory:** Completed 5 CSI presentations to students enrolled in FYEX 0060

Goals

- **CONNECT TO COLLEGE: New Student Orientation –** SPRING 2018 DATES:
  - THU 11/09 @ 9 AM – 12 PM & 1 – 4 PM
  - TUE 11/14 @ 9 AM – 12 PM & 1 – 4 PM
  - FRI 11/17 @ 9 AM – 12 PM
  - WED 11/29 @ 9 AM – 12 PM & 1 – 4 PM
  - TUE 12/05 @ 1 – 4 PM
  - MON 12/11 @ 9 AM – 12 PM
  - THU 12/14 @ 1 – 4 PM
  - TUE 1/09 @ 9 AM – 12 PM & 1 – 4 PM
- **Part-Time Advisor Position Vacancy –** Conduct On-Campus Interviews the week of 09/18.
- **College Student Inventory Advising Appointments –** Conduct CSI appointments with students enrolled in FYEX 0060 and students receiving Tuition Freedom Scholarship.
- **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.

Admissions, Recruitment, and Gateway Services

Good News

- The following activities were from August 29 – September 8.
  - OACAC Articulation at Ohio Wesleyan University
  - Attended a college fair at Indian River college and career fair

Accomplishments

- **Applications for fall semester 2017 as of September 8, 2017**
  - Overall applications are up 109 from fall 2016
  - Early Learning or CCP is up by 114 applicants
  - First Year (freshmen) are up by 69 applicants

ADMIT STATUS		FA2017	FA2016
Early Learning High School	ELHS	1403	1289
First Year (freshman)	FIRST	1070	1001
International	INTL	6	6
None of the Above	NOTA	69	68
Returning Transfer	RETR	54	73
No College Since NCSC	RTNC	226	231
Transfer Student	TRNFS	289	341
Transient Student	TRNST	25	24
Workforce Development	WORKF	0	0
	TOTAL		
		3142	**3033**

- **Enrollment head count for fall semester as of September 9, 2017**

	9/9/2016	9/8/2017
STUDENT TYPE	**2016**	**2017**
CONTINUING	1,147.00	1,191.00
CONTINUTING FROM PREVIOUS TERM	511.00	526.00
NEW	1,131.00	1,094.00
RETURNING	182.00	201.00
TOTAL	2,971.00	3,012.00

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.

Title III

(submitted by Bev Walker)

Good News

- We received a continuing grant approval for the upcoming year based on progress of the grant and government funding.
- In July, Dr. Walters, Bev and key stakeholders reported on grant progress at the Title III Summer Summit to about 20 attendees.

Accomplishments

- At the end of Spring, policies and procedures were approved by the President's Cabinet for the STAR (Student Academic Report) Notice and the Mediated Course Drop process. The summer was spent finalizing business processes and communication plans.
- Progress is being made toward text pushes using the Ellucian Mobile software. Watch for news in the near future.

- Budget adjustments have been proposed to the Dept. of Ed and approved, specifically to fund sending a group of staff to the AtD conference.
- Dr. Walters completed one-on-one interviews with a group of students to get their opinions and input on various Title III issues.

Academic Services

Academic Services Director

- **Good News**
- Six new short term certificates were approved for Title IV funding last week. This brings the total number of Title IV eligible certificates for the college up to 14. This is significant in terms of our funding. Dr. Reed will be communicating the details to all areas soon.

- **Accomplishments**
- Our Accreditation report for AQIP is almost complete. All members of president's cabinet have reviewed their areas. This report is used as a significant piece of evidence for our reaffirmation of accreditation. It is 40,000 words and approximately 136 pages. Many people contributed to this effort.

Goals

- Submit the completed Accreditation report to HLC within the next 4 weeks.

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

Good News

- The division will have a few staffing changes at the end of September.
    - Linda Hess will be transiting into the role of Workforce Director at the end of the month when the TAACCCT III grant ends.
    - Kari Lybarger will be leaving for another position outside the college. Kari has done a tremendous job and we wish her well in her new position.
    - Joyce Karbula will be combining her work with apprentices with supporting the Assistant Dean.

Accomplishments

- The grant-funded development of a polymer technology curriculum is continuing with active advertising for equipment bids taking place.
- Exploration is taking place for a youth re-entry from the juvenile justice system program with a potential partner.
- Discussion is ongoing with Pioneer Career and Technology Center, Ashland County West Holmes Career Center, and Ashland University on initiating a College Now Business program at Ashland University.
- A representative from Limerick University in Ireland will be visiting the division on September 25 to discuss potential synergies with transfer and/or summer programs.
- The Bookstore experienced problems with receiving textbooks for the Fall semester. The faculty did a great job in remaining flexible and finding other pathways to get textbook information to students.
- All work on the TAACCCT III grant will conclude at the end of September. The grant staff, Linda Hess, Diana Burns, and Famico Williams, have done a fantastic job and will be finalizing all remaining records throughout the rest of the month.
- The Right Signals grant will also be ending at the end of the month.

Health Sciences

Accomplishments

- Ellen Johnson and Christina Briggs instructed all clinical faculty for CPR Training
- Betty Hager and Aubrey Place have completed a large segment of the clinical contract consolidation project
- The informal collaboration space is up and being used by students in HS 245, thanks to the assistance of Mike Welker and IT

Goals

- To meet with representatives from AVITA on increasing clinical access to the Ontario and Bucyrus Hospitals
- To complete scheduling of classroom visits to the Mansfield Senior wellness class regarding health occupations

Liberal Arts

Good News

- This summer Brian Wirick completed all course work for his master's degree in Higher Education Administration at Tiffin University.
- English Adjunct Instructor Donna Neiderkohr was named "Adjunct Instructor of the Year" by Marion Technical College.

Accomplishments

- Beth Franz with support from Pat Herb, Margaret Puckett, and Kimberly Lybarger held training sessions for over 30 adjunct English instructors on August 15 and 16 introducing the college-wide outcomes rubric for writing and the mediated drop procedure, leading a group grading session, and providing detailed instruction from Pearson in using the Writer's Help tools.
- Sara Rollo completed the development of MATH 1065, a co-requisite developmental math course for MATH 1070 Applied Geometry. This will reduce the time constrains and increase the likelyhood of success.
- Dustin Bates prepared the syllabus for GEOL 1030 Historical Geology and, pending approval, will be introduced spring 2018 as the second in a two-course sequence on online science.

Goals

- Schedule review of the MATH 1065 co-requisite and GEOL 1030 Historical Geology by the Curriculum Committee.
- Develop materials for the introduction of gateway and critical milestones.
- Host celebration lunches the week of September 4 for starting students at the Urban Center and Crawford Success Center.

eLearning & Innovation

- No Report.

Tech Prep

- No report.

- The September 1st departure of Tom Kluding has left this role vacant pending a search to find a new director to fill this role.

TRIO & Transitioning Services (Tutoring Center)

Good News (Tutoring Center)

- Barb Keener has been hiring/training new tutors
- Tutors have been assigned to the following areas: Fallerius 119, Kehoe 229, Urban Center, Crawford Success Center, E-tutoring, The Health Science Center (in the radiology, anatomy, nursing, and respiratory labs), embedded in 65 classes, and TRIO.
- We still need a few more tutors

Good News (TRIO Student Support Services)

- Brandon and Amanda have been working to teach Barb the various aspects of our TRiO program
- As the new director of TRIO and Tutoring services, Barb attended the new director training in Washington, D.C. last week.
- Barb is working with Brandon to develop a new budget for fiscal year 2018. It is due Friday, September 15th.

Urban Center and Outreach

Good News

- Cheryl has a new office at Mansfield Senior High to represent NC State College. She finally has all of her technology in place.
- We have a wonderful new addition to our admin team. His name is Viktor Taj. He is on temporary loan to us from Barb Keener's Tutoring Center.
- The school year has begun at Mansfield Senior High. Carter has begun scheduling classroom presentations to seniors and has already presented at a senior class assembly.
- The senior class has a new counselor and Cheryl has begun working with her and the SPARC Career coach to develop a 3-4 part series for seniors to introduce them to self-exploration through FOCUS2, career exploration, applying to college with NC State as a requirement and

completing the FAFSA.

- Regarding the GPS Grant, Carter has begun working with the middle school principal to identify potential students and conduct parent outreach and engagement. This will help us build next year's cohort for beginning the program.

Crawford Success Center

Good News

- Fully Staffed
- Crawford Works will be joining the center for the week of 9/11

Accomplishments

- 11 classes running for Fall term, average class size is 8.5 and the average credit hours is 3
- Interviews scheduled for the United Bank Scholarship- five candidates
- First Welcoming Wednesday on September 6. Thank you to the Liberal Art Department for providing lunch.

Goals

- Marketing Events- Crestline Harvest Festival
- Planning the kickoff for Preview Night
- Planning for the 22+ Adult Ed program

Public Affairs

Marketing, Public Relations & Creative Services

Good News

- We are looking for stories that share the success of our students, and the leadership of our institution. If you have a story idea, please email Keith Stoner at kstoner@ncstatecollege.edu

Accomplishments

- Fiscal 2018 promotional plan is in place.

Goals

- Promoting

- College Fair on Mansfield Campus on September 19th at CRC

Grants & Government Relations

Good News

- This summer Sam Renfroe completed all course work for his master's degree in Public Administration at Franklin University.
- Work on the revised college Emergency Operations Plan is nearly complete. Edited recent draft and attended meeting with committee working on the project.

Accomplishments

- Participated in proposal preparation discussions for new Northeast Ohio Tech Prep Region. Sent letters to college partners and prepared college letter. The proposal is due by Sept. 13.
- Edited sections of the NSF Advanced Technological Education proposal prepared by Justin Tickhill.

Goals

- Submit ATE by Oct. 4.
- Complete Emergency Operations Plan.

Foundation

Good News

- The foundation ended FY17 with a positive budget net variance and acquired two new scholarships for the 2017/2018 school year.
- The foundation is working cross departmentally to establish a standardized scholarship process and timelines. For students convenience they can now apply for scholarships through a single application online.
- Current Scholarships available are listed on the foundation tab of our website for the 2017/2018 school year.

Accomplishments

- Tuition Freedom proposals have been drafted and presented to 4 community foundations, and 7 area businesses to engage them in the opportunity to support this mission critical program.
- Met with Crawford County superintendents at their regular joint meeting and Tuition Freedom was shared to garner their support with the area businesses.
- The Foundation board met, with the induction of the new Board of Directors Chair, Duana Patton. She will be leading three strategic FY18 planning sessions set for this fall to establish a best of class model, building upon the current work of the Board.

Goals

- The 2018 Emerald Club has been launched to community partners and donors, supporting, Scholarships, Tuition Freedom, the Scholarship Luncheon, Graduate Picnic, and other key events.

- A 50th anniversary celebration committee has been formed and are planning to kick it off at the 2018 Hall of Excellence on April 13 at the Kehoe Center. The plan is to be built around current events happening across the campus.

President's Office

Good News

- Dr. Dorey Diab has been selected to receive the 2017 ACCT Chief Executive Officer Award for the Central Region and will compete nationally against the other regional award recipients representing the Pacific, Western, Southern and Northern regions of the United States and Canada for the coveted Association Award. You may recall that in 2013, Professor Emeritus, Kenneth Ekegren won the Central Region Faculty Member Award and in 2014 Trustee, Matthew Smith won the Central Region Trustee Leadership Award. Although neither Ken nor Matt were victorious in securing the national Association Award, we are hopeful that this year will belong to North Central State College!

- At its August 23rd Regular meeting, the Board of Trustees approved the new Collective Bargaining Agreement with the North Central State Faculty Association which brings to a positive conclusion the many hours of good faith bargaining by representatives from both sides of the table. Congratulations to all who took part in the development of the new Agreement!

Accomplishments

- The President's Office completed those areas of the AQIP Systems Portfolio assigned as work concludes in order to meet the prescribed deadline for submission of the College's accreditation requirements.

- The Employee Photo Directory has been updated to reflect the latest changes in personnel and roles within the College Community. Since the directory is now a dynamic publication, please inform the President's Office if you find information that needs updated. Each hour at 5 minutes past the hour the dynamic publication updates with the latest revisions. Please help Steve keep it up to date. It can be accessed through the Employee Section of MyNC.

Goals

- Plans are underway for the this year's Employee Appreciation Awards Dinner. It is anticipated that this year's event will be very similar to last year's event although details are still being worked out. More information on this to come in the next few weeks. Still, the date will be Saturday, December 2, 2017 beginning at 5:30pm. So please mark your calendar.