



April 30, 2013

Exhibit 23

Monthly Reports to the Board of Trustees:

- A. Vice President/Provost
- B. Vice President, Finance and Administration/CFO
- C. Executive Director, College Development

Exhibit 4

Report on Open Positions

Exhibit 5

Trustees' Dates to Remember

Exhibit 22 ~ See Separate Attachment

Financial Statement for the period ending March 31, 2013

Dr. Renay Scott  
Vice President/Provost

Board of Trustees  
April 30, 2013  
EXHIBIT NO. 23A

## MARCH 2013

### **ACADEMIC SERVICES –*Denise Smith, Vice Provost & Dean, Interdisciplinary Studies*** **e-LEARNING –*Mark Karamol, Director***

The e-Learning Office confirmed that the College can offer online education to residents of North Carolina.

On March 8, Mr. Karamol visited Hicksville High School to discuss potential course offerings via videoconferencing technology.

### **HONORS PROGRAM –*Russ Bodi, Director***

The Honors Program has accumulated a total of 64 Honors Option Contracts between various faculty and their students. A student who completes an Honors Option Contract receives special honors credit. Each student must complete three contracts, but some have elected to perform more than three.

Cory Hoover, Honors Program Advisor, organized an event held on March 28 led by faculty members who shared their creative work and encouraged the honors students to support one another in the creative development process.

### **SERVICE LEARNING –*Krista Kiessling, Director***

Service Learning received notification that they have been awarded the highest federal recognition for community service in higher education. Owens Community College has been listed on the President's Higher Education Community Service Honor Roll through the Corporation for National and Community Service. Owens is one of 690 institutions recognized nationally for the inclusion and support of service learning and community service on the Owens campuses.

The Owens Harvest Food Pantry continues to serve students in need. March continued to show a small decline in student numbers. The pantry has served 189 students and distributed approximately 900 pounds of food.

Through Ohio Campus Compact and the Corporation for National and Community Service, Owens is one of 12 Ohio higher education institutions that has been awarded an AmeriCorps VISTA position for the 2013-2014 academic year in support of the Connect2Complete Program. AmeriCorps VISTA (Volunteers in Service to America) members serve institutions across Ohio at institutions of higher education to help eliminate barriers that some students encounter during their first years of college.

### **SCHOOL OF ARTS AND SCIENCES**

Regina Siletti, Professor, Sociology, had two classes attend docent-led tours at the Toledo Museum of Art on April 3. Additionally, five students attended a Passover Seder at Temple Congregation Shomer Emunim in Sylvania on March 13 as part of their exploration of world cultures.

The Owens Concert Band performed its first concert of the semester on March 3, under the direction of William Dais, Adjunct Instructor, Fine and Performing Arts. This concert was in conjunction with the Cherry Street Mission as a fundraiser for the mission. Kevin Schroder, Co-Interim Chair/Associate Professor, Fine and Performing Arts, used chalk techniques to draw a portrait of Walt Disney while the concert band performed themes from Walt Disney movies. Michael Sander, Co-Interim Chair/Associate Professor, Fine and Performing Arts, also performed a xylophone solo with the band. There were about 300 students and community members in attendance at the concert.

The Toledo Campus Alpha Omega Pi Chapter of the Phi Theta Kappa Honor Society held an induction ceremony for new members on March 24. Three chapter members and two advisors including Megan Kerr, Co-Interim Chair/Instructor, Social/Behavioral Science, attended the Ohio regional awards convention at Cincinnati State Technical and Community College from March 1-3. The chapter received five-star status from the national Phi Theta Kappa Honor Society and one member was nominated for the "Most Distinguished Member" award. The chapter will host the Ohio Honors in Action Conference on September 27-28.

Melinda Gray, Professor, Teacher Education and Human Services, and Family, Communities and Schools students participated in a literacy fair on the Findlay Campus on March 27. Children from the Early Learning Center traveled to the Education Center for story readings and developmentally appropriate creative experiences specifically prepared for each group that corresponded to a chosen book. The students led the children's activities.

#### Rock On: Photographs by Baron Wolman and Artist Lecture

Mr. Wolman, the first staff photographer for "Rolling Stone Magazine" visited Owens for an artist lecture on March 21. At a luncheon held in his honor over 30 faculty and students held round table discussion from 11:20-2:30. On March 27, 90 high school students from Adrian, Michigan, visited Owens to watch "America's Music: A Film History of Our Popular Music from Blues to Bluegrass to Broadway." During the visit they viewed, "A History of Rock n' Roll Episode Six: Plugging In." This episode is from the award-winning ten-part series on rock and roll centers on the reinvention of rock in the mid-1960s, when most adults considered it mindless music. The students toured the gallery exhibit, library, science labs, and the fine and performing arts facilities.

#### **SCHOOL OF BUSINESS – *Ann Theis, Dean***

On March 26, the School of Business inducted 17 students into Kappa Beta Delta, the International Business Honor Society, in a lovely ceremony attended by President Bower and Dr. Scott. Rama Kannan, Assistant Professor, Accounting, was also inducted in recognition of her leadership and dedication to students.

On March 20, Dean Theis met with leaders from the College of Education and Human Development, School of Business Education at Bowling Green State University, to discuss ways to improve the collaboration between Owens Community College and Bowling Green State University in articulation and success of students.

#### **SCHOOL OF HEALTH SCIENCES – *Doug Mead, Dean***

The Occupational Therapy Assistant Program hosted the Northwest Ohio Occupational Therapy Association organizational meeting on campus on March 20. Dorothy Crissman, Academic Fieldwork Coordinator/Instructor, Occupational Therapy Assistant Program, facilitated an interactive session on Ohio practice laws and ethics.

Gretchen Fayerweather, Assistant Professor, Food, Hospitality and Nutrition, is providing service learning opportunities for Culinary Arts Program students in the Owens Harvest Food Pantry. Chef Fayerweather and Marie Lay, culinary student, began providing culinary demonstrations in early February. Each Tuesday, they demonstrate to students how to cook and utilize ingredients stocked in the Food Pantry. Participants receive the recipe and cooking tips and are assisted in “shopping” for all needed ingredients. This program will continue with additional culinary students in future semesters.

On March 12, Beth Tronolone, Academic Department Chair, Dental Hygiene, met with Senator Shirley Smith in Columbus as the Ohio Dental Hygienists Association President to discuss the Senator’s Spin Brushing Program and offer the assistance of American Dental Hygienists Association. Ms. Tronolone presented testimony at the House Finance Sub-Committee on Medicaid expansion to keep adult dental benefits as well as recommend that dental hygienists be allowed to place dental sealants before a dental exam (as 13 other states allow), which would allow 2,000 more children to receive sealants.

#### **SCHOOL OF NURSING - *Dawn Wetmore, Dean***

In February, the Nursing Department held several New Student Orientation sessions for students who will start the program in Summer or Fall 2013. On the Findlay Campus, 28 RN students and 20 LPN to RN students attended. On the Toledo Campus, 96 RN students attended.

The Toledo Campus Student Nurses Organization is raising money to buy supplies to be sent on a mission trip to Guatemala sponsored by the Rotary Club of Maumee and St. Peter’s Lutheran Church. The money raised will buy tympanic thermometers and first aid kits.

#### **SCHOOL OF TECHNOLOGY – *Randy Wharton, Dean***

On February 27, the Science Department hosted its annual 'Green Industry Job Fair' with 18 companies representing landscape, golf course/athletic field, and small specialty farms on campus to interview and hire student interns and other employees. The fair was also open to community members looking for summer jobs with the hope of recruiting new students to Owens. Approximately 35 Owens Landscape and Turfgrass Management students attended and approximately 125 people from the community attended.

On January 15, Chris Foley, Associate Professor, Science, took 17 students from the Issues in Landscape/Turfgrass Management class to Columbus for the Ohio Nursery and Landscape Association Convention. The students attended a convention with over 700 ‘green industry’ companies, went to a seminar by Michael Dirr (a nationally known speaker and author of one of the Landscape/Turfgrass Management textbooks the College uses) and attended a job fair with over 60 nursery and landscape companies from throughout Ohio and some nationally.

On February 15-17, Matt Ross, Instructor, Science, took six Urban Agriculture students to the Ohio Ecological Food and Farm Association conference in Granville, Ohio. Students attended numerous talks about organic farming, appropriate use of land, new growing techniques and improving access to local food.

On March 15, Mr. Wharton met with State Representative Clifford Rosenberger (District 91), State Representative Tim Brown (District 3), and Ron Matter, Superintendent, Penta Career Center, to discuss issues facing colleges and career centers to educate the workforce.

On March 6-10, Chris Foley, Associate Professor, Science, and Matt Ross, Instructor, Science, took 15 students to Student Career Days, a national landscape competition, in Auburn, Alabama. This year, 71 two and four-year colleges and universities brought over 800 students that competed in 27 different events. Owens students competed in all the events and represented Owens well. There were also workshops, a nationally known speaker, and a national Job Fair for companies from the 'Green Industries'. Bus expenses were shared with Columbus State Community College and Ohio State University.

Lindsey Minnig, Student Civic Ambassador, Keith Crossman, Student Civic Ambassador, and Dr. Jim Perry, Associate Professor, Math/Emporium Lab Facilitator, received a total of \$5000 in scholarship funds (through the Connect2Complete national organization) to present at the National Association for Developmental Education held in Denver, Colorado, February 27-March 2. The presentation, "Student Leadership in Course-Based Service-Learning & Peer Mentoring," demonstrated that service learning can be part of a math emporium classroom and can be an effective method to help students better understand course content.

During February several students from the math emporium classes participated in packing food boxes for the Seagate Foodbank; nearly 27,000 pounds of food.

Dr. Perry and Dr. Walter Mackey, Chair, Mathematics, hosted various faculty and administrators from Henry Ford Community College on March 29 to review the operations of the Math Emporium Lab and how it was designed.

Dr. Perry and Stephen Firlik, Instructor, Mathematics, met with the Findlay advising staff during spring break to discuss the Emporium Lab operations and its impact on how they will advise students on the Findlay Campus. The Emporium Lab for the Findlay Campus will be up and running for the 2013 fall semester.

## **STUDENT AFFAIRS**

The annual Student Affairs Retreat led by Dr. Cynthia Spiers, Associate Vice Provost, Student Affairs, was held on March 8 at the Center for Emergency Preparedness with over 125 staff members in attendance. Retreat topics included: diversity and inclusion; departmental discussion of the 2012-13 Strategic Action Plan results; planning for modifications of the Action Plans for 2013-14 implementation; and updates on mental health services, student worker expectations and work schedules. Individuals and groups from across multiple departments at both the Toledo and Findlay Campuses were nominated by their peers for demonstrating innovation, collaboration and excellence in their work. These individuals, along with any new nominees, will be reviewed by key administrators to identify who will receive the 2013 Student Affairs "You Rock" Award.

### International Programs and Services - *Deborah Gavlik, Director*

International students studying at Owens through the Community Colleges Initiatives grant traveled to Washington, D.C. over spring break, accompanied by the Heather Patel, Project Coordinator, and Elaine Shafer, International Student Advisor. The purpose of this educational trip was to learn more about American history, government and culture. The group visited with Congressman Robert Latta, and was on one of the last tours of the White House. Other highlights included dinner with a representative from the U.S. Center for Citizen Diplomacy as well as tours of the Capital Building, the Smithsonian Museums, the National Archives and the Supreme Court Building.

Owens study abroad students Sarah Felix and Rajesh Felix, along with eight international students, presented a Study Abroad Workshop. The purpose of the workshop was to provide Owens students with facts about study abroad and to dispel myths and misunderstandings about studying abroad. International students also shared their first impressions of the United States and differences between the classroom experience in their country compared to the United States.

International Programs and Services conducted a workshop for current international students on March 21. Topics covered included the benefits of graduating from Owens Community, the transfer process, maintaining immigration status, tools and resources for international student success, grade point average and the registration process.

### **ENROLLMENT SERVICES - *Dr. Betsy Johnson, Dean***

#### **Financial Aid - *Donna Holubik, Director***

As of March 22, a total of 21,835 applications for financial aid have been received for the 2012-2013 academic year. A total of \$85,580,466 in grants, loans, scholarships and federal work-study has been disbursed for the 2012-2013 academic year. A total of 5,154 applications for financial aid have been received for the 2013-2014 academic year. A total of \$38,957,826 in grants, loans, scholarships and federal work study has been offered for the 2013-2014 academic year.

#### **Admissions – *Dr. Cory Stine, Director***

*High School Recruitment* – Admissions Representatives Carolyn Eaton, Kristen Rothfeld, Kari Morgan and Dr. Stine met with 346 prospective students during 19 high school visits and College Nights. They met with 212 prospective students in the office and during on-campus visits, and 9 students at the Learning Center at The Source. Ms. Rothfeld attended three advisory committee meetings with the School of Technology and School of Arts and Sciences. Representatives sent 860 emails to prospective students and fielded 154 telephone calls.

*Findlay Campus* – Stefanie Orians, Admissions Representative, met with 35 prospective students at six high schools. She attended two college fairs and met with 30 prospective students. Ms. Orians and colleagues from the Findlay Campus planned and hosted the Greater Hancock County College Night on March 4. Over 80 colleges attended. Approximately 215 high school students visited. Additionally, 300 parents and family members accompanied these students. Guest speakers presented information on the following topics: preparing for college, career trends for the future, financial aid for college and preparing for the ACT.

*Adult and Community Outreach* – Gary Walkowiak, Admissions Representative, met with Mayor Nelson Evans of Perrysburg and with one area business to discuss opportunities for prospective students. He attended the monthly Going Home to Stay workshop at the Toledo Government Center on March 6. Mr. Walkowiak met with 59 students in the office, addressed 506 email inquiries and responses, and fielded 297 telephone calls. Dr. Stine met with five prospective students at the Crossroads Family Center on March 20.

*General* – Jennifer Irelan, Manager, Enrollment Communication and Events, and Toledo Campus colleagues hosted the annual Toledo-area College Preview Night on March 6. Approximately 600 students and 1500 family members attended. Staff members spoke with 100 prospective students. Guest speakers presented informational workshops on topics including: financial aid, preparing for college, preparing for the ACT, transfer and entrance into United States service academies. Ms. Irelan led communication efforts to produce 1,036 automated -mails to recruits, and 28 email replies to inquiries. She sent 4,261 messages to encourage prospective students to take their next enrollment steps, 2,104 messages to high school seniors inviting them to attend the upcoming

Registration Rocks events and 416 outreach messages to high school counselors. Dr. Stine appeared on air with NBC WNWO TV on March 5 and on News Talk 1370 WSPD radio on March 18 to promote returning to college and Owens events.

### **STUDENT LIFE - *Christopher Giordano, Dean***

#### *Athletics – Rudy Yovich, Director*

The men's basketball team finished fourth at the Division II National Tournament in Danville, Illinois, March 18-23. Joe Retic, freshman, was named to the All-Tournament Team.

Men's basketball honors: James Kelly, sophomore, was named to the First Team in the Ohio Community College Athletic Conference, Joe Retic received Second Team honors and Tony Boykins, freshman, and Franklin Lindsey, sophomore, received Honorable Mention. Mr. Retic and Mr. Kelly were also named to the All District Tournament Team, and Mr. Kelly was named First Team All-Region.

James Kelly, sophomore men's basketball player, has committed to play with the University of Miami (Florida); and Brenton (Justin) Edmonds, sophomore men's basketball player, has committed to play at Marshall University (West Virginia).

The women's basketball team finished seventh at the Division II National Tournament in Peoria, Illinois, March 18-23. Mackenzie Heacock, sophomore, was named to the All-Tournament Team.

Women's basketball honors: Mackenzie Heacock was named to the First Team in the Ohio Community College Athletic Conference, Karahan Scott, sophomore, and Jordyn Bond, freshman, received Second Team honors; and Danielle Bezeau, sophomore, received Honorable Mention. Ms. Heacock and Ms. Scott were also named to the All District Tournament Team.

#### *Student Involvement – John Byers, Director*

The Raising Awareness Club collected prom dresses, shoes and accessories for the Recycled Prom Dress Drive.

Student Activities hosted the annual Kids Clothing Swap on March 19.

On March 12, Student Government sponsored a Texting and Driving Simulator designed to emphasize the dangers of distracted driving. Student Activities on the Findlay Campus held their Texting and Driving Simulator on March 11.

During the week of March 18, Student Government elections were held. A new executive board was elected and voter turnout was the highest on record at Owens. A total of 963 votes were cast, representing 6.07 percent of eligible students. The national average for community colleges is under 2 percent while the average for four-year institutions is under 4 percent.

Alpha Omega Pi Chapter of Phi Theta Kappa traveled to Cincinnati on March 2-3 for the Ohio Region Annual Convention and was recognized with a Shining Star Award for their initiative called Help Can Hunger (benefitting the Owens Harvest Food Pantry).

Phi Theta Kappa honors: Zeina Nuhfer was recognized as a member of the Order of Athena for being a distinguished chapter member. Rick Clever, Chapter Advisor, was recognized as a Horizon Award winner for chapter advisors and as the Ohio Region's Most Appreciated Alumni. The Owens chapter also was recognized for achieving a five star status in the Five Star Chapter Development Program.

The Global Connections Club attended the International Student Leadership Conference in Harrisonburg, Virginia, March 22-24. The purpose of the conference was to create a friendly and supportive environment for globally minded college students and provide a venue for participants to explore and share different leadership concepts in a global context.

### **TEACHING LEARNING SUCCESS CENTER – *Dr. Verne Walker, Director***

#### Academic Advising – *Dr. Verne Walker, Acting Director*

The School of Public Safety and Emergency Preparedness graduated over 30 students from the Ohio Peace Officer Training Academy on March 15. The graduating class finished with over 80 percent of the initial students that registered for the academy.

#### Career Services – *Nancy Sheets, Assistant Director*

Findlay Campus: On March 13, James Katzner, Manager, Student Activities and Conduct (Findlay), along with Dr. Melissa Green, Associate Vice President, Findlay Campus; Glenn Rettig, Interim Dean, Academic Services, Terry Sherman, Coordinator, Skilled Trades Training, and Eric Duling, Professor, Design Technologies, visited Lowe's Distribution Center to tour the facility and meet with Human Resources representatives to discuss collaboration.

On March 21, Mr. Katzner hosted an employment event on the Findlay Campus. Area employers with full-time, part-time and seasonal job openings staffed information tables in the atrium and were on hand to talk with students about their organizations and opportunities for employment. Participating employers included: Lowe's Store, Lowe's Distribution, Vector Marketing, Danby Products, Kohl's Distribution, Menards and Patrick Staffing.

On March 19, Career Services with the assistance of Eldred Marchal, Applications Systems Specialist, emailed over 3,300 Owens students who had earned 55+ credit hours and nearing graduation, inviting them to contact Career Services for resume and job search strategy assistance.

#### Testing Center – *Karen Shultz, Manager*

During the month of March, Testing Services proctored 35 state certification exams for the Toledo Fire and Rescue Department.

The Critical Thinking CAAP (Collegiate Assessment of Academic Proficiency) examination was proctored in collaboration with Institutional Effectiveness.

The Findlay Testing Center wrapped up the quarter for Automotive Service Excellence testing. They tested 34 students.

### **PROFESSIONAL DEVELOPMENT**

#### ACADEMIC SERVICES

Charat Khattapan, Instructional Designer, and Hannah Rogers, Instructional Systems Support Coordinator, attended the March 22 Apple Computer presentation at the Toledo Club.

Krista Kiessling, Director, Service Learning, attended the Best Practices Linking STEM Education and Great Lakes Stewardship Conference at Case Western University, March 14-16. Conference attendance was linked to a small Great Lakes Innovation Service Through Education Network grant (\$4000) that will allow student liaisons to work with community organizations and then help faculty incorporate relevant service opportunities to STEM curriculum.



Krista Kiessling attended the Engaged Campus Webinar Series at Kent State University on March 21. This event, hosted by Ohio Campus Compact, focused on the collaborative opportunities between Academic Services and Student Affairs and highlighted several programs at Kent State that model this type of collaboration. This was the fifth in a five part “Engaged Campus” series.

#### SCHOOL OF ARTS & SCIENCES

On March 2, Jeremy Meier, Co-Interim Chair/Assistant Professor, and Dave Nelms, Adjunct Instructor, Fine and Performing Arts, represented Owens at the Ohio EdTA State Thespian Conference at Northview High School. This conference was attended by high school theatre students from throughout the state. In addition, Mr. Meier instructed a workshop on Character Movement.

On March 1, Michael Sander, Co-Interim Chair/Associate Professor, Fine and Performing Arts, was a guest lecturer/performer at Cuyahoga Community College. The topic was electro-acoustic percussion and its application in a performance setting.

Three of the Social and Behavioral Science Department Co-Interim Chairs, Dr. Kristin Price, L. Scott Deaner and Megan Kerr attended the Apple Education Briefing event at the Toledo Club on March 21.

Deborah Ciecka, Chair, Teacher Education and Human Services conducted a peer review for the Early Childhood Associate Degree Accreditation in New York City during the week of March 3-6. As team chair, Ms. Ciecka had the opportunity to visit and review a two year college in the Bronx.

Dr. Jim Perry, Associate Professor, Math/Emporium Lab Facilitator, and Lucy Biddinger, Assistant Professor, English, attended the "Faculty Fellows" conference in Clearwater, Florida, from January 28-31. Dr. Perry also participated in a panel discussion and presented how Owens is utilizing the Emporium Model for their developmental math sequence.

#### SCHOOL OF BUSINESS

On March 5, members of the School of Business participated in a Noel-Levitz webinar titled “How we retain more students by intervening earlier.” Attendees included Ann Theis, Dean, Carolyn Ramsdell, Manager, Academic Advising, Janet Crawford, part-time Success Advisor, Linda Brown, Secretary, and Christine Tavernier, Secretary. Successful strategies in use by Sinclair Community College (Dayton, Ohio) Lynchburg College (Lynchburg, Virginia), and California State (Bakersfield, California), were shared by members of those institutions.

On March 13, Carol Buser, Professor, Information Systems, attended the Cuyahoga Community College eMerge 2013 Conference: “Finding the Perfect Blend” in Cleveland. This conference was specifically aimed at bringing educators together to discuss challenges, innovations and strategies in blended learning including the flipped classroom, hybrid courses and virtual support services.

This year's Course Technology Conference sponsored by Cengage Publishing was located in San Diego, CA, March 13-15. Brenda Oman, Instructor, Office Administration (Findlay), and Dominic Wilson, Assistant Professor, Information Systems, attended on behalf of their respective departments. The conference included sessions in the latest digital trends and learning solutions such Office 2013, cloud computing and SAM 2013.

### SCHOOL OF HEALTH SCIENCES

Also during the OHIMA annual meeting, Deanah Moore, Adjunct Instructor, Health Information Management, was awarded the Ambassador to Education Award at the Ohio Health Information Management Association. This award honors an outstanding clinical practice site supervisor or other Health Information Management professional who has contributed significantly to Ohio Health Management and Health Information Technology Programs.

Bonnie Hemp, Academic Department Chair, Health Information Management, was recognized as the Distinguished Member for the Ohio Health Information Management Association (OHIMA) on March 18, during the state association's annual meeting and trade show in Columbus. The Distinguished Member Award is OHIMA's highest honor, recognizing an individual who has demonstrated a long, exceptional history of contributions to OHIMA and the Health Information Management profession. It is awarded to an outstanding member whose record of contributions to the field over many years as exceptional.

Kelly Wolfe, Instructor, Food, Nutrition and Hospitality, participated in the American Culinary Federal Competition held at the Dorsey Academy in Michigan on February 16. Chef Wolfe received a Bronze Medal in the Sugar Sculpture Division and a Bronze Medal in the Mystery Basket - Pastry Division. The mystery basket included seven items, which needed to be incorporated into one cake, four cold plated desserts and four hot plated desserts. Medaling gave Chef Wolfe points toward the Certified Executive Pastry Chef Certification which she is pursuing.

### SCHOOL OF NURSING

Julia Popp, Professor, and Pearl Manion, Instructor, attended the 17<sup>th</sup> Annual Geriatric Medicine Symposium on March 1 in Perrysburg.

Ms. Popp, Professor, Denise Spohler, Professor, Anne Helm, Professor, and Margaret Ludwikoski, Laboratory Faculty, Skills and Human Patient Simulator, attended the 21<sup>st</sup> Annual Jobst "Experience Vascular Nursing" conference on March 15 in Perrysburg.

Eileen Alexander, Clinical Teaching Faculty, attended the "Bridges out of Poverty" training session held March 7 on the Findlay Campus. On March 25, Ms. Alexander was re-certified as a Neonatal Resuscitation Provider at ProMedica Flower Hospital.

Dawn Wetmore, Dean, Ruth Ankele, Chair, Irene Jones, Assistant Chair, Kimberly Holman, Clinical Teaching Faculty, and Christine Kettinger, Laboratory Faculty, Skills and Human Patient Simulator, attended the morning session of the H2P Health Professions Core Curriculum Presentation on March 25, on the Toledo Campus. The presentation was provided by representatives of El Centro College from Dallas, Texas.

Laurie Erford, Professor, Janet Pinkelman, Professor, Karen Wehman, Assistant Professor, Amy Richcreek, Clinical Teaching Faculty, Deborah Sullivan, full-time Lab Faculty and Erin Battistoni, Manager, Academic Advising for the School of Nursing attended the afternoon session of the H2P Health Professions Core Curriculum Presentation on March 25, on the Toledo Campus. The presentation was given by representatives of El Centro College from Dallas, Texas.

## STUDENT SERVICES AND ENROLLMENT MANAGEMENT

On March 7, 13 staff members participated in Bridges Out of Poverty training, which took place on the Findlay Campus. Bridges Out of Poverty is a book and an approach that helps employers, community organizations, social-service agencies and individuals address and reduce poverty in a comprehensive way. People from all economic classes come together to improve job retention rates, build resources, improve outcomes and support those who are moving out of poverty.

Jeannette Passmore, Manager, Academic Advising, School of Arts and Sciences, attended the College Student Educators International (ACPA) annual convention in Las Vegas, Nevada, from March 4-7. Ms. Passmore serves as the Chair of the ACPA Commission for Commuter Students and Adult Learners. In addition to her duties as chair, she presented an educational session “Intersecting Identities, Intersecting Needs Institute: Displaced Workers on Campus” and was a panelist for “Inspiring Careers in Two-Year Colleges: Learning from the Journey of Others”.

Kurtis Soltman, Representative, Disability Services, has been selected for a two-year term as a board member of the Ohio Association of Higher Education And Disability (AHEAD). Mr. Soltman will be one of two members representing two-year institutions in the state. An affiliate of the national AHEAD organization, Ohio AHEAD holds annual conferences and hosts a listserv to facilitate communication among various institutions, supports transition efforts across the state, and collaborates with agencies that serve individuals with disabilities.

**John Satkowski**  
Vice President, Finance and Administration/CFO

**Board of Trustees**  
April 30, 2013  
EXHIBIT NO. 23B

### **MARCH 2013**

#### **VICE PRESIDENT, FINANCE AND ADMINISTRATION/CFO – *John Satkowski***

Ohio Association of Community Colleges - Funding Consultation – Mr. Satkowski attended the initial Ohio Association of Community Colleges (OACC) Funding Consultation meeting on March 26 in Columbus. The committee is responsible for developing a funding formula for the State Share of Instruction (SSI) distribution, as noted in the Governor’s biennium budget for fiscal years 2014 and 2015, and making a recommendation to the OACC presidents. The committee’s charge is to also develop the SSI allocation based on student completion with enrollment excluded as a funding factor. The committee will address degree completions, course applications and others measures of completion such as certificates-granted. The group will meet every three weeks to ensure that a recommendation is provided to the OACC presidents by the end of the calendar year.

Ohio Association of Community Colleges - Fiscal Officers – Mr. Satkowski attended the Fiscal Officers meeting on March 8. The fiscal officers discussed the potential effects of the Governor’s budget for higher education and the community college sector, including fiscal year 2014 and fiscal year 2015 SSI recommendations, formula distribution changes, cap on tuition increases and proposed changes for dual enrollment and post-secondary enrollment options (PSEO) being named College Credit Plus. On March 21, Mr. Satkowski, Ms. Sabin and Pamela Beck, Associate Vice President, Business Affairs/Controller, attended an OACC Fiscal Officers teleconference to discuss the development of an exhibit showing the fiscal impact of proposed HB59 funding changes to PSEO and dual enrollment for Ohio’s community colleges. Instead of 100 percent reimbursement at each college’s tuition rate, the proposed language calls for 50 percent reimbursement for classes held at a college location and taught by a college instructor, 25 percent reimbursement for classes held at a college location and taught by a high school instructor, 25 percent reimbursement for classes taught at a high school location by a college instructor and no reimbursement for classes held at a high school location and taught by a high school instructor. All colleges would be reimbursed at the same statewide average tuition rate. Each college will provide comparative numbers of existing PSEO and dual enrollment agreements and the projected financial losses to Lakeland Community College Chief Financial Officer, Michael Mayher, for compilation and submission to OACC.

Future of Toledo – Mr. Satkowski participated in the Future of Toledo meeting on March 21 to review the progress of the committees that have been formed to establish an update to the strategic plan for the City of Toledo. The Education Opportunity Committee presented recommendations addressing learning and readiness for students by including public, private and higher education coordination and the availability for grant funding. In addition, Dave Siravo, Director of Sales, Workforce and Community Services, is working with the Developing an Economic Corridor portion of the project, which is one of the 14 projects being studied for cost and feasibility.

#### **FINANCE AND BUDGETING– *Laurie Sabin, Director/Assistant Treasurer***

On March 4, Ms. Sabin met with Fifth Third Bank to secure a pricing amendment that locks banking fees for the College through October 31, 2015.

PaymentNet4 Upgrade - On March 12, Ms. Sabin, Maureen Jacoby, Cash/Investments Manager, Amanda Ki, Application Systems Analyst, Kathy Overmyer, Specialist, Accounts Payable and Debora Pacewicz, Specialist, Accounts Payable, met with TaRon Barnes, Transition Specialist, and Anita Chichester, Technical Consultant, from JP Morgan to review required modifications to user roles, user IDs and transfer of data to the College's finance system and establish dates for data and history migration for the PCard software upgrade from Legacy PaymentNet to PaymentNet4. In this new platform, navigation of the PCard website is streamlined, reporting is expanded to over 75 standard reports and PCard users receive automated messages that transactions are waiting to be reviewed and approved. The planned completion date for the project is August 18.

Property and Liability Insurance - On March 25, Ms. Sabin, David Polek, Manager, Administrative Services, and Mr. Satkowski met with Jeannie Hylant, Executive Vice President, Brian Sullivan, Vice President, and Patty Taylor, Client Services Specialist, of Hylant Insurance to discuss the renewal of the College's property and liability insurance, the effect of market conditions, claim history and a renewal plan going to market for quotes in addition to the College's current provider, Ohio School Plan. The estimated insurance premiums for fiscal year 2014 reflect a \$49,000 increase. Policy coverage will be reviewed to identify areas for savings while maintaining adequate coverage for the College.

**BUSINESS AFFAIRS – Pam Beck, Associate Vice President/Controller**

Ms. Beck attended the OACC Controllers meeting in March. Several topics were discussed including PSEO/dual enrollment, the health care reform act, independent contractors, tax issues, non-payment drops and delayed disbursement of financial aid.

Procurement - During March, 176 PaymentNet transactions were processed totaling \$197,687 and 258 PaymentNet transactions were approved in comparison to 164 PaymentNet transactions totaling \$296,728 and 854 PaymentNet approved transactions for March 2012. Fiscal year-to-date PaymentNet transactions total \$8,363,810 compared to \$8,880,735 for fiscal year 2012.

There were 887 additional invoices paid (excludes travel) compared to 1030 for March 2012. Also processed during this period were 42 issued purchase orders issued, 69 receiving reports and 213 employee reimbursements in comparison to 64 issued purchase orders, 57 receiving reports and 232 employee reimbursements for March 2012.

BuySmart update – BuySmart, the e-Procurement system, went live in July 2012. Since then, there have been 752 purchase orders issued and 870 invoices processed of which 436 were electronic invoices as of March 2013.

**STUDENT ACCOUNTS - Lynn Uher, Director**

Student Accounts processed student refunds through Higher One totaling \$3,308,197 with a year-to-date total of \$45,559,213. The March 2012 transactions totaled \$4,329,698 with a year-to-date for March 2012 to March 2013 of \$59,869,200.

**INFORMATION TECHNOLOGY SERVICES (ITS) – Connie Schaffer, Associate Vice President, Technology/Chief Information Officer**

Congressman Latta Retreat - On March 1, Owens hosted a staff retreat for Congressman Bob Latta in the TelePresence room on the Toledo Campus. In an effort to save money, Congressman Latta utilized the TelePresence room's high-definition capabilities to connect with his staffers in Washington D.C. Mr. Latta was very excited to have this technology in his district and greatly appreciated the College's hospitality. This event was a good opportunity to showcase the technology as a community asset.

Proxy Access - ITS developed a process within the Banner Self-Service module which provides an opportunity for Owens students to grant online access to their selected student information. This consent is necessary to comply with the Family Educational Rights and Privacy Act. Students can grant proxy (parents, spouse, etc.) permission to view certain pieces of their information or have conversations with select departments on campus. This capability is available to students in their Ozone portal.

Whitmer High School - The ITS Data Center donated networking equipment to the high school. Even though the equipment was antiquated and end-of-life for the Colleges current technology and of minimal monetary value, the instructor for Whitmer was extremely pleased that they may create a lab for students to experience hands-on learning in building networks.

**OPERATIONS – *Michael McDonald, Associate Vice President***

**FACILITY SERVICES – *Jim Mahaney, Director***

John Deere Lab - This project required demolition of the old welding booths, installation of a 22' wide by 16' high overhead door opening and revamping of the exhaust system to accommodate large tractors in the training space as well as cleaning and painting.

Heritage Hall Demolition - This project consisted of removal of all interior walls and all utilities leaving only temporary lighting and an intact sprinkler system in both the new Culinary area and the proposed classroom area. Demolition is scheduled for completion the first week in April.

**CAPITAL PLANNING AND SUSTAINABILITY – *Thomas Horrall, Director***

Arrowhead Park Learning Center - The Toledo Islamic Center is no longer using space at Arrowhead and Room 135 has been repurposed to create a satellite Massage Therapy Lab. Workshops are already being scheduled with program enrollment planned for the summer semester.

**CAMPUS RETAIL SERVICES – *David Wahr, Director***

Bookstore - Gross sales at the Toledo store are down 19 percent and sales at the Findlay store are down 26 percent as compared to the same period last year. Sales for the entire operation are down approximately 21 percent. The decrease is the result of several factors including a \$900,000 decrease in issued book vouchers for fiscal year 2013, required restrictions in items which may be purchased using book vouchers, the success of the new rental option for textbooks (which brings in a smaller margin per book), declining FTE enrollment and continuing erosion due to outside factors in the marketplace such as Amazon.

Mr. Wahr met and trained faculty and staff on the new textbook adoption website, which provides a streamlined online process for academic departments to place textbook requests and provides tools to the Bookstore for efficient purchasing decisions.

A new e-book process and offerings for students will be available with the Summer Semester 2013. National studies and surveys indicate that most college students prefer traditional textbooks; however, e-books are gaining popularity. The e-book process will enable students to purchase digital textbook versions with book vouchers and other forms of payment at the Bookstore.

Food Service - In March, food service catered 43 events and served 4,816 guests between the Toledo and Findlay Campuses. This compares to 55 events and 5,719 guests served in 2012.

## **STUDENT HEALTH AND ACTIVITIES CENTER AND FACILITIES RENTALS –**

***Danielle Tracy, Director***

Student Health and Activities Center (SHAC) - SHAC attendance for the month of March was 4,097; an average of 164 people per day. This is a five percent decrease from March 2012. A new tracking software system has been installed at the SHAC, which will allow for the creation of external memberships. The programming and training is expected to be completed by the end of spring semester. The National Guard on Tracy Road will be the first group to test and use this system.

Facility Rentals - There were 334 events processed during March. Of these, 16 were external events that brought in \$14,506 of revenue, which is a 46 percent increase of revenue compared to March 2012.

## **WORKFORCE AND COMMUNITY SERVICES (WCS) – *Dr. Michael Bankey, Associate Vice President***

WCS delivered contract training for the following 13 companies and organizations and trained 415 participants: Buckeye CableSystem, City of Toledo, Cleveland Sheet Metal Workers, Connect Ohio, GKN Driveline, Global Corporate College (White Castle Restaurants), Gordon Lumber Company, Mechanical Contractors of Northwest Ohio, Ohio Turnpike Commission, Principle Business Enterprises, ProMedica Health Systems, Shopmetrics and TARTA.

WCS presented 50 continuing education (brochure) classes in March with a total of 350 participants.

The Ohio Department of Development has extended workforce training grants by five months, and WCS is actively working with Argo-Hytos in Bowling Green (supervisory training), Diamond Plastics in Dunbridge (lean and supervisory training), Pro-Pak Industries (lean training), and RK Industries (programmable logic controllers training).

Nancy Sheets, Assistant Director, and Gentry Dixon, Specialist, Owens Career Services, (in conjunction with the Environmental Cleanup course delivered for students and sponsored by the City of Toledo) assisted with job search, resume preparation and job interview skills training for the students at the Arrowhead Park Learning Center. Carl Dettmer, Director, Workforce and Community Services Program Development, Dave Siravo, Director, Sales, and Joe Peschel, Coordinator, Non-Credit Customized Training, developed and coordinated the delivery of the environmental clean-up training. The students enrolled in the course were recruited by the City of Toledo. The goal was to train the students and assist them in securing employment with local contractors hired by the city to clean up old, abandoned industrial sites and prepare them for re-use. Their coursework included such topics as work site safety, proper techniques for handling hazardous materials and underground storage tank removal.

WCS provided home energy efficiency training at the East Toledo Senior Center and the Wood County Northeast Senior Center. This training, attended by 45 seniors, was grant funded by the Ohio Environmental Protection Agency Office of Environmental Education.

WCS met with representatives from GKN Driveline in Bowling Green to discuss training. GKN received funds from the Ohio Incumbent Worker Training Voucher Program.

WCS began training for the City of Toledo's U.S. EPA Brownfields Training Grant for a total of \$145,156 in tuition. Students will complete training in lead, waste water awareness, underground tank leak prevention and removal, as well as other environmental topics, and will receive the OSHA Hazardous Waste Operations and Emergency Response Standards certificate and OSHA 30-hour general construction card. At the conclusion of the training, students may attend a job fair dedicated to hiring the graduates from this four-week, 160-hour training session.

WCS representatives attended a meeting with Wood County Economic Development (hosted at Penta) to develop a plan for building a trained, highly-skilled workforce in Wood County in ongoing efforts to draw new industries to the area.

WCS met with Chrysler to continue the Jeep expansion project. Owens is co-lead on the five college consortium preparing to deliver necessary training to more than 1,500 workers as part of the project. Training is scheduled to begin in April and will run through July 2013.

## **PROFESSIONAL DEVELOPMENT**

### Workforce and Community Services

Connie Buhr, Director, WCS Operations, attended Learning Resources Network webinars on Successful Survey Techniques and Program Planner Tool and the Ellucian webinar on Banner XE registration.

### Department of Public Safety

*Police Division* – Officers attended the Ohio Campus Law Enforcement Administrators Conference held at the Owens Center for Emergency Preparedness. Rick Amweg, Director of Campus Safety and Security at the Ohio Board of Regents, gave a presentation on Title IX, Clery updates and campus safety initiatives. The Ohio State Police Department presented a case study on an active shooter incident that occurred on their campus, and the Federal Bureau of Investigation presented information on the Campus Liaison Agent Program.

*Dispatch Center* – Dispatchers attended “Basic Negotiations Seminar for Dispatchers” a free eight-hour basic negotiations seminar focused on dispatchers in the role of a negotiator and “SWAT Operations and Negotiations for Dispatchers” a free four-hour seminar to train dispatchers on how to handle hostage incidents and techniques for communicating with the hostage taker.



Ann Savage  
Executive Director of College Development  
Executive Director of the Foundation

Board of Trustees  
April 30, 2013  
EXHIBIT NO. 23C

## MARCH 2013

### **FUNDRAISING – *Ann Savage, Executive Director***

Foundation Update – At the March 27 meeting of the Foundation Board, Dee Talmage was elected Secretary and David McMacken was elected as a Director at large.

Foundation Scholarships – Scholarship recipients were invited to pizza lunches during the month of March. The purpose of these events was to get more information about their experience at Owens and how receiving a Foundation scholarship is helping them achieve their educational goals. Their stories will be used as a stewardship tool for scholarship fund donors and to encourage others to contribute for scholarship funds.

Cultivation and Stewardship – Ms. Savage attended the YWCA Milestones Luncheon where Linda Ewing, Foundation Director, was honored.

### **ALUMNI RELATIONS – *Laura Moore, Director***

2013-2014 Scholarship Distributions – At the March meeting, the Owens Alumni Board of Directors approved the Foundation’s recommended scholarship distributions for the 2013-2014 academic year and authorized the Scholarship Committee to award the scholarships based on their application review. Distributions available for the upcoming academic year are \$6,377 for the Alumni Legacy Scholarship, \$1,253 for the Detective Keith Dressel Scholarship, and \$269 for the Michael W. Rickard Scholarship. The Board also voted to make a \$231 gift to the Foundation to fully fund a \$500 award for the Michael W. Rickard Memorial Scholarship for the 2013-2014 academic year.

Outstanding Service Awards Celebration – The Selection Committee and Scholarship Committee met in March to select the 2013 Outstanding Service Awards and the Detective Keith Dressel Memorial Scholarship recipients. The selections will be announced at the April 26 breakfast.

Ohio Association of Community Colleges – Ms. Savage and Ms. Moore attended a meeting of the Center for Development (with representatives from 14 various Ohio colleges/foundations) on March 22 at Columbus State Community College, Delaware Campus. The primary focus was Alumni Based Fundraising. Ms. Savage co-chaired the meeting with Libby Villavicencio, Executive Director, Hocking College Foundation. The featured speaker was Donald Corry, Blackbaud Higher Education, on the topic of “Community Colleges: Moving from Grant to Alumni Based Fundraising.”

Ms. Moore led a session on what Ohio’s community college foundations are doing with alumni based fundraising sharing Owens Alumni Relations programming and Alumni Association accomplishments. Based on the feedback shared from the other community college representatives, Owens Alumni Association and Foundation alliance is distinctive and stronger defined than their Ohio counterparts.

### Upcoming Events

- Whitewater Rafting Trip – July 12-14, 2013
- Annual Meeting at Fifth Third Field – August 3, 2013
- Golf Classic – September 23, 2013

**REPORT ON OPEN POSITIONS**

NEW POSITIONS	CAMPUS	STATUS
Instructor, Caterpillar/Diesel Programs	T	Interviewing
REPLACEMENT POSITIONS	CAMPUS	STATUS
Academic Department Chair, Automotive Technology	T	Closed
Academic Department Chair, English, Communications, Humanities and Languages (Internal Search Only)	T	Recommended for hire; Ellen Sorg
Academic Department Chair, Information Systems and OAD (Internal Search Only)	T	Closed
Database Administrator II	T	Closed
Instructor, Sonography (Internal Search Only)	T	Interviewing
Specialist, Telecommunications/ID Systems (Internal Search Only)	T/F	Interviewing

**DATES TO REMEMBER**

*(changes/additions since April 2 agenda indicated in bold italic)*

Members of the Board of Trustees are asked to note the following dates of interest:

2013

April 30	Trustees Academic Excellence Scholarship Awards Ceremony ~ 5:30 p.m.
May 3	Last Day of Spring
May 3	Commencement
May 10	College Closed ~ Compressed Work Week
May 17	College Closed ~ Compressed Work Week
May 20	First Day of Summer Semester (10 Week/First 5 Week Classes)
May 24	College Closed ~ Compressed Work Week
May 25-27	Holiday ~ College Closed
May 30-31	OACC Annual Meeting (Columbus)
May 31	College Closed ~ Compressed Work Week
June 3	First Day of Summer Semester (8 Week Classes)
June 7	College Closed ~ Compressed Work Week
June 11	Board of Trustees Meeting (Findlay)
June 14	College Closed ~ Compressed Work Week
June 20	Summer First 5 Week Classes End
June 21	College Closed ~ Compressed Work Week
June 24	Summer Last 5 Week Classes Begin
June 28	College Closed ~ Compressed Work Week
July 4	Holiday ~ College Closed
July 5	College Closed ~ Compressed Work Week
July 25	Summer 8, 10 and Last 5 Week Classes End
<b>August 6</b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m.</i></b>
August 19	First Day of Fall Semester

## **DATES TO REMEMBER ~ *continued***

August 31- September 2	Holiday ~ College Closed
<b><i>September 10</i></b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m.</i></b>
October 2-5	ACCT Annual Leadership Congress (Seattle)
October 4	Ohio Ethics Commission Training ~ 10:00 a.m. to 12 noon (Audio/Visual Classroom Center, Room 125-128)
October 7-8	No Classes ~ College Open for Faculty/Staff Professional Development
November 11	Holiday ~ College Closed
<b><i>November 12</i></b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m. (Findlay Campus)</i></b>
November 27- December 1	Holiday ~ College Closed
<b><i>December 10</i></b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m.</i></b>
December 13	Last Day of Fall Semester
December 13	Commencement
December 22-31	Holiday ~ College Closed

## 2014

January 1	Holiday ~ College Closed
January 6	First Day of Spring Semester
January 20	Holiday ~ College Closed
<b><i>February 4</i></b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m.</i></b>
February 10-13	ACCT National Legislative Summit (Washington DC)
March 3-9	Spring Break ~ No Classes
<b><i>April 1</i></b>	<b><i>Board of Trustees Meeting ~ 12:30 p.m.</i></b>
<b><i>May 6</i></b>	<b><i>Board of Trustees Meeting ~ 3:00 p.m.</i></b>