Board of Trustees Regular Meeting

December 2, 2014

Exhibit 14
Monthly Reports to the Board of Trustees:
A. Academics
B. Business Affairs
C. College Development
D. Student Services
E. Human Resources and Administration
F. Office of President

Exhibit 3
Trustees’ Dates to Remember
OCTOBER 2014

ACADEMIC AFFAIRS – Denise Smith, Associate Vice President
LIBRARY – Thomas Sink, Dean
Mr. Sink and Kenneth Erard, Systems Administrator, Information Technology Services, participated in an OARnet/OhioLINK federated identity and authentication workshop on October 22 in Columbus with 22 colleges and universities. Mark Beadles, OARnet and OH-TECH Information Security Officer, shared potential collaborative development and deployment of a state-wide secure identification system for faculty, students, and staff to access licensed electronic information and data repositories.

The Findlay Campus Library featured the photographs of Port Clinton’s Tyler B. Brown in an exhibit entitled “The Off Season.” Brown spoke with community guests and Owens students and staff members at a reception in his honor on October 8 in the library.

SERVICE LEARNING AND CIVIC ENGAGEMENT - Krista Kiessling, Director
Christina Perry, Owens Civic Ambassador, and Krista Kiessling facilitated two sessions for the Professional Development Days, “At your Service: Student Engagement” and “On Site Volunteerism,” on October 21 and 22.

The Owens Harvest Food Pantry served 174 individuals in October. The community garden is closed for the season.

UPWARD BOUND – Heath Huber, Director
Upward Bound Program, a federal grant-funded high school completion and college preparatory program, is currently serving 60 students. First quarter GPA data indicate that 77 percent of the students have exceeded a 2.5 grade point average. The program also conducted a general ACT prep workshop that ended in an invitation to interested juniors and seniors to participate in the Owens Workforce ACT Boot Camp.

SCHOOL OF BUSINESS, INFORMATION AND PUBLIC SERVICES – Ann Theis, Dean
A School of Business Professional Seminar was held for students on both campuses, October 22-23. The seminar was grant-funded for the purpose of student retention and connecting current students with business professionals and teaching faculty, which included eight advisory board members. A panel discussion included hiring trends and interview tips. Students in the majors of accounting, marketing, management, office administration and information systems met in small groups with business advisory members. Advisors were on hand to encourage registration for spring semester classes. The Professional Seminar was coordinated by the Office Administration faculty: Heather Bachman, Brenda Beck, and Teri Pratt. This special event will be conducting next spring and will include a panel discussion of School of Business graduates and alumni to share their current career experiences.
SCHOOL OF LIBERAL ARTS – Michele Johnson, Dean
Teacher Education and Human Services hosted an on-site peer review team from the Early Childhood Associate Degree Accreditation on October 6 – 8. The College expects to receive the official accreditation determination during Spring Semester 2015.

Social and Behavioral Sciences signed a contract with John Dau, one of the surviving Lost Boys of Sudan, who will speak of his experiences in February 2015.

SCHOOL OF NURSING AND HEALTH PROFESSIONS – Dawn Wetmore, Dean
Under the guidance of Kimberly Holman, Clinical Teaching Faculty, ten nursing students who are members of the Alpha Delta Nu Honor Society Pi Chapter provided hygiene information with the YMCA/JCC Child Care Center preschoolers. The children learned tooth brushing, hand hygiene, and germ prevention. Each child also received a take-home bag of items, including a toothbrush, tissues, toothpaste, hand sanitizer and a pencil.

In honor of National Medical Assisting Week, the first semester students provided free blood pressure and glucose testing under the direction of full-time faculty member, Heather Zisko, on October 22.

Teresa McGaharan, Associate Professor Health Information Technology Program, was appointed as the Director of Healthcare Legislation for the Northwest Ohio Health Information Management Association, from July 2014 to July 2015.

Susan Deutschman, Assistant Professor Cancer Information Management Program, is serving as Membership Coordinator for the Northwest Ohio Cancer Data Specialists Association and a two-year term as Membership Chair for the Ohio Cancer Registrars Association.

SCHOOL OF SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS (STEM) – Glenn Rettig, Interim Dean
Mr. Rettig and Tracy Campbell, Faculty Chair, Transportation Technologies, attended the National John Deere administrators meeting in Moline, Illinois. Sixteen participating colleges gathered to discuss future trends for John Deere Technician programs. Owens also received the College of Tomorrow bronze level award for education excellence.

Mr. Campbell and Jeff Howard, Assistant Professor, Transportation Technologies, are working with John Wiseman of the Ohio Department of Education (ODE) on Career-Technical Assurance Guides (CTAG’s) for Auto Collision.

The Northwest Ohio section of the American Welding Society presented a check for $2,000 to the Donald Leonhardt Scholarship fund. An annual golf outing is held each year to help raise money for this scholarship.

PROFESSIONAL DEVELOPMENT
DOWNTOWN TOLEDO LEARNING CENTER
Dr. Jacquelyn Jones, Director, Learning Center, Downtown, participated in the National Council on Black American Affairs Leadership Development Institute for African American Administrators in Community Colleges from October 12 - 17 in San Francisco.
LIBRARY
Heather Crozier, Librarian, Findlay, attended a web-based seminar on the new full text finder feature for OhioLINK journal articles, October 7.

Mr. Sink and Mrs. McCain presented “Library Resources for Academic Success” to Owens faculty and staff members during Professional Development Days, October 20.

SCHOOL OF BUSINESS, INFORMATION AND PUBLIC SERVICES
Heather Bachman attended the OBTA Conference (OBTA-An Association for Business Technology Educators) on October 3 in Massillon, Ohio.

SCHOOL OF LIBERAL ARTS
Sarah Twitchell, Instructor, Teacher Education and Human Services attended the Ohio Association of Community Colleges one-day training session; From Text to Success: Building Content-Area Comprehension in Gateway Courses on October 17.

Elisa Huss Hage, Professor, Teacher Education and Human Services hosted an online peer review commission meeting during the week of October 13 – 17. Commissioners reviewed fifteen programs for continuation of accreditation.

Deborah Ciecka, Chair, Teacher Education and Human Services attended the Early Childhood Education Two Year Coalition meeting on October 17, where the Ohio Board of Regents met with education community college programs to discuss the new program approval process, and revision to the Education Transfer Assurance Guides.

SCHOOL OF NURSING AND HEALTH PROFESSIONS
Margaret Ludwikoski, Laboratory Faculty, Human Patient Simulator Lab, attended "Facets in Critical Care" on October 1. The conference provided critical care and intermediate care nurses with current information related to clinical practice, professional growth and recent healthcare trends.

Dawn Wetmore, Dean of the School of Nursing and Health Professions and Margaret Ludwikoski, Human Patient Simulator Lab Faculty, Michelle Shepard, Nursing Clinical Coordinator, Deborah Sullivan, Nursing Laboratory Faculty, Christine Kettinger, Nursing Laboratory Faculty, and Brenda Johnson, Part-time Nursing Lab Faculty, attended a conference on e-Health: How Nurses and Information Technology are Transforming Healthcare presented by the Northwest Ohio Nurses Association (NONA) on October 6 in Perrysburg.

Lynda Glanz, Professor of Nursing, Julie Lohse, Professor of Nursing, and Anne Helm, Professor of Nursing, attended a Neurology Critical Care Conference on October 3 and October 4 at ProMedica Toledo Hospital. The conference covered a wide variety of topics such as transcranial doppler's, latest treatment guidelines for SCI, intracranial hemorrhages, acute ischemic stroke, status epilepticus, ventilator management of the neurologically impaired patient, traumatic brain injury, hypothermia in the NICU and intracranial monitoring.

Owens Community College hosted a State Tested Nursing Assistant (STNA) instructor workshop presented by D&S Diversified Technologies for nurse aide instructors in Northwest Ohio on October 21. D&S is the testing provider contracted by the Ohio Department of Health to administer the state test to qualified nurse aide candidates in Ohio. Fifteen attendees were present for this workshop, including representatives from Swan Creek Retirement Village, Whitmer High School, Rhodes State
College and Owens Community College. Instructor workshops are held to train program coordinators and instructors and are designed to help facilities better understand the testing process for their candidates.

Diane Morlock, Assistant Professor and Academic Program Chair for Medical Assisting attended the Medical Assisting Education Review Board (MAERB) meeting in St. Louis on October 17 - 20. Medical Assistants from all over the country were present to obtain continuing education credit and renew friendships. At the Accreditation Workshop, Diane presented information on documentation that Medical Assisting programs need to present during a Commission on Accreditation of Allied Health Education Programs (CAAHEP) site visit.

Susan A. Deutschman, Assistant Professor Cancer Information Management Program, attended the Michigan Cancer Registrars Association 39th Annual Educational Conference in Grand Rapids, Michigan on October 20 – 21. Ms. Deutschman personally funded the trip as she felt the topics covered would benefit the Cancer Information Management Program students. Presentations included: The Rapid Quality Reporting System (RQRS), International Classification Disease-10-Clinical Modification & The Impact on the Cancer Registry, Novel Treatment Approaches in Relapsed Neuroblastoma; Melanoma, Soft tissue Sarcoma and Multidisciplinary Management of Liver Malignancies – Surgical and Interventional. All of these topics are covered in the Cancer Information Management Program classes and the advancements presented at the conference will be incorporated into a number of these courses next semester.

The Toledo Campus Nursing Program Human Patient Simulator Lab staff partnered with the Department of Public Safety and Perrysburg Township to present active shooter safety training, also known as the Alert, Lockdown, Inform, Counter, Evacuate (ALICE) Program at Professional Development Days. Amy Rickcreek, Coordinator, Human Patient Simulator Lab, and Margaret Ludwikoski, Nursing Laboratory Faculty, Human Patient Simulator Lab, were part of the team who presented information on how to react when confronted with a gunman on campus.

THE SCHOOL OF SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS
Thomas McRitchie, Instructor, Transportation Technologies, represented Owens Community College at the National General Motors ASEP (Automotive Service Education Program) conference in Detroit, Michigan. Meetings included a business meeting, college updates and instructor training.
BUSINESS AFFAIRS – Laurie Sabin, CFO/Treasurer

On October 10, Ms. Sabin teleconferenced the Ohio Association of Community Colleges (OACC) Fiscal Officers meeting. Stephanie Davidson of the Ohio Board of Regents provided an update on College Credit Plus (CC+), which replaces Postsecondary Education Opportunities and dual enrollment agreements for the 2015/2016 academic year. Administrative rules for CC+ are expected to be finalized in February 2015. The Ohio Board of Regents has provided additional guidance documentation on their website. David Cannon, Vice Chancellor, Ohio Board of Regents, commented the first draft of finalized FY 2015 State Share of Instruction is expected in November, work continues on including GASB 68 in financial statements and SB 6 ratios and a bill has been introduced to cap additional tuition charged for more than 18 credit hours. Topics covered by Jack Hershey, President, OACC, included prioritization of OACC lobbying efforts for increased community college funding, potential legislation for tuition increases to be tied to the consumer price index and the service impact of the State initiative on globalization as international student enrollment increases.

CONTROLLER – Pam Beck, Controller

Clark, Schaeffer and Hackett completed and filed Owens’ annual audit on October 15. The Auditor of State has completed the desk review. The audited financial statements will be presented to the Board Finance Committee in an executive session audit conference on December 1.

DEPARTMENT OF PUBLIC SAFETY – John Betori, Chief of Police/Director of Public Safety

Larry Cser, Manager, Workplace Safety and Health Services, conducted A.L.I.C.E. training for the Findlay Hancock Chamber of Commerce in conjunction with the Findlay Campus.

OPERATIONS – Michael McDonald, Executive Director

FACILITY SERVICES – Jim Mahaney, Director

Access Improvements – This project completed the replacement of 16 building entrances including doors, frames, and hardware throughout campus.

Facility Services Building Renovation – This project consists of adding two additional restrooms, a multi-purpose room, and replacing and/or refurbishing all concrete steps, ramps and handrails to all of the building’s entrances. Work will be completed by the end of December.

HVAC Renovations – The project includes renewing the College Hall 200-ton chiller, refreshing Administration Hall’s roof top unit and replacing Bicentennial Hall’s chiller. The College Hall portion is 90 percent complete; work will begin on Administration Hall and Bicentennial Hall in November.

Center for Emergency Preparedness (CEP) HVAC – This project involves replacing a variable refrigerant flow system with two new small roof top units and one existing roof top unit using most of the existing duct work. The project funding currently awaiting controlling board approval.

Heritage Hall Classroom Renovation - Bids were received on October 8 for this single-prime contract project and the successful bidder was identified as Midwest Contracting. The project funding is awaiting Controlling Board approval.
CAPITAL PLANNING AND SUSTAINABILITY – Thomas Horrall, Director
Capital Planning has secured Controlling Board approval for release of funds for the following state capital supported projects:

- Carpet Replacement Project $49,627
- Facility Services Renovation Project $184,400

Capital Planning has submitted requests for Release of Funds and are awaiting Controlling Board action for the following state capital supported projects:

- CEP Fire Training Simulator Building – HVAC $190,340
- Heritage Hall Phase 3 Classroom Renovation $3,524,400
- College Hall Renovation - A/E $48,500

BHDP Architecture has been contracted to provide A/E design services for the College Hall renovation project. This project will provide a renovated and engaging Admissions Center for students.

Capital Planning continues to work with Encentivenergy to secure additional rebate opportunities for the College’s energy management program.

CAMPUS RETAIL SERVICES – David Wahr, Director
Bookstores - During the month of October the Toledo store had 4,571 individual transactions and the Findlay store had 281 transactions for a combined total of 4,852 transactions.

Even with the decrease in traffic, new textbooks continued to be the largest category of sales due to the start of the second 8-week classes. Other sales were followed by used textbooks, consumables, general supplies, clothing, electronics, and software. Over the prior year, there were increases in sales of used and digital textbooks, reference books, software, and health and beauty items. The Findlay store saw increased sales in supplies, software and clothing.

Campus Card - A required upgrade to the Blackboard Transactions System was completed on October 21. However, an unforeseen problem disabled the Web Deposit feature for the Express Card, which is still being resolved by ITS and Blackboard.

AUXILIARY SERVICES – Danielle Tracy, Director
Student Health and Activities Center (SHAC) - SHAC attendance for the month of October was 4,463 which is an average of 178 people per day. Attendance is down by 24 percent compared to October 2013. Guest passes totaled $270 for the month.

Facility Rentals - Events processed 177 events in the month of October, which included twelve external events bringing in revenue of $2,070, which is a 65 percent increase over prior year period. The large events held were Professional Development Days, the Gay Straight Alliance Born This Way Ball, Halloween alternative and national ACT testing.

Food Service – Coca-Cola vending machines continue to be switched out for newer models and Blackboard card readers are being added. Food service sales at the grills are steady but have decreased 13 percent, compared to October 2013.
PROFESSIONAL DEVELOPMENT
Workplace Safety and Health Services continues to train Owens’ maintenance staff in the Control of Hazardous Energy (Lockout/Tag-out), a two-hour OSHA program of the proper procedures for hazardous energy, such as electricity and hydraulics.
FUNDRAISING – Laura Moore, Interim Executive Director
Donations – A $5,000 donation was received from the Perrysburg Area Arts Council to establish a new scholarship for the fine and performing arts area. For the first quarter of fiscal year 2015, $51,097 has been received in gifts and pledges. During this same time period, $117,495 has been expensed for scholarships and program support.

Foundation Annual Meeting – The Foundation Annual Meeting was held on October 23. The following were elected as Foundation directors for a three-year term: Louise Jackson – Attorney, Eastman & Smith, Katherine Kreuchauf – President, Findlay-Hancock County Community Foundation, Thomas Pounds – President & Publisher, Toledo Free Press and Jack Sculfort – Founder & President, Transition Opportunities. Officers elected to a one-year term were Daniel Kimmet – Chairman, James Geers – Vice Chairman, Alan Sattler – Treasurer and Dee Talmage – Secretary. The theme for this year’s event was “Your Success Starts Here.” Janet Meacham, Vice President and Senior Merchant Account Executive, Fifth Third Processing Solutions, a 1998 graduate, director on the Alumni Association Board and past President and Foundation director, spoke about how her Success Started Here. Major donors from the last year were invited to the Foundation Annual Meeting where they were recognized for their support.

Foundation Audit – The Foundation’s fiscal year 2014 audit report has been completed by Clark, Schaefer, Hackett and filed with the Auditor of State office. On October 28, the Foundation received notice from Brad Blake, Chief Auditor, Center for Audit Excellence, that a desk review had been performed and the report is accepted and required no modifications.

ALUMNI RELATIONS – Laura Moore, Director
Donations to the Foundation – The Alumni Association donated $19,569 to the Foundation from the 2014 Golf Classic proceeds. The donation was divided between the Michael W. Rickard Memorial Endowment, the Alumni Association Success TAP Endowment and the Private Stephen Machinski and Private James Dickman Memorial Endowment. This donation completes the third $10,000 pledge payment from the Association toward its $100,000 pledge.

Alumni Association 990 – The 990-EZ, Return of Organization Exempt From Income Tax, has been filed with the Department of Treasury Internal Revenue Service for the year ending June 30, 2014.

Upcoming Events
• Walleye Night at Huntington Center – February 21, 2015
• Outstanding Service Award Celebration – April 24, 2015
• Mud Hens – August 7, 2015
• Golf Classic – September 21, 2015
SEPTEMBER & OCTOBER 2014

ENROLLMENT MANAGEMENT AND STUDENT SERVICES – Dr. Betsy Johnson, Vice President

Dr. Johnson with other Owens administrators met with University of Toledo representatives and Dr. Nagi Naganathan, Interim President to strengthen the partnership and explore areas for collaboration.

On October 24, 2014, Dr. Johnson participated in the United States Department of Education meeting with the Association of Community College Trustees member-colleges in Chicago with respect to various states’ rising cohort default rates. The meeting allowed an opportunity to discuss various initiatives and recommendations from the United States Department of Education to impact the institutional cohort default rates. Additionally, the United States Department of Education offered to review a draft of the College’s default management prevention plan, which is due in November.

ADMISSIONS - Meghan Schmidbauer, Director

Adult and Community Outreach

Admissions Representatives, Gary Walkowiak and Stefanie Orians, provided a strong presence in the Northwest Ohio area, as follows. Individual presentations were made to the employees of the City of Toledo Utilities Administration, Toledo Going Home to Stay program for released offenders, Hope4Toledo Job Fair, the J.M. Smucker Company Health Fair and the Findlay Helping Hands Resource Fair. Specific attention was also given to GED students with classroom visits throughout the Toledo-area, and to Lake Erie West Educational Service Center to encourage registration into college courses. Overall, the Admissions Representatives made contact with 519 individuals in Northwest Ohio communities and secured 47 applications or interest cards.

High School Recruitment

The Admissions Representatives canvassed 85 rural, urban, public and private high schools throughout the service area making contact with 886 of students in their classrooms, cafeterias and counselor offices and returning with 330 applications or interest cards to date. Applications and interest cards are still being collected with every visit.

Through the end of September and into October, Admissions staff represented Owens at 14 fairs/parents nights at high schools, colleges in Lucas, Wood, Hancock and Defiance Counties. The highest volume fairs included Clay High School Fair (69 interest cards,) and Penta College and Career Fair (150 interest cards.)

Annual Guidance Counselor updates were held on the Toledo Campus on September 26 with 49 guidance counselors in attendance, and on October 14 on the Findlay Campus, with 21 guidance counselors. The informative updates included program changes, federal financial aid, scholarships and admissions, the post-secondary options program, selective program admissions, majors and transfers.
On-Campus Registration Events

Explore Owens sessions were held for 73 prospective students and their families and individual assistance was provided to several who sought admissions requirements for specific health programs on the Toledo Campus. On the Findlay Campus, Explore Owens sessions were held for 6 prospective students.

Catholic School Preview Day was held on October 15, Toledo Campus, with 34 students and family members in attendance. The Health and Nursing Preview Day was held on October 24 on the Toledo Campus with 77 students and family members in attendance. Preview days provide prospective students and parents with enrollment and program information and program tours. Owens hosted the DECA Fall Frenzy event with approximately 200 high school students in business and marketing tech prep programs, and the Admissions Office shared program and scholarship information to the DECA students.

Buses of high school students from Penta (18), Sandusky (14), and Ohio Virtual Academy (6) visited Owens for campus tours and Owens academic program and scholarship information.

Communication (770 emails) were sent to all applicants for Spring 2015 with information regarding enrollment steps. Student Ambassadors called 365 non-traditional students regarding Spring 2015 registration and enrollment.

In September and October, 171 students participated in New Student Orientation at both campuses.

Collaboration

Dr. Romules Durant, Superintendent of Toledo Public Schools requested Meghan Schmidbauer, Director of Admissions, to join the TPS Business Advisory Committee to provide guidance and support to career technical education at Toledo Public Schools.

Ms. Schmidbauer met with career-technical directors from Sylvania City Schools and Oregon City Schools to plan and implement pathways to ease enrollment for career technical high school students. As a result, office hours are being established at Northview, Southview and Clay High Schools, which enables Admissions Representatives to meet with students either one-on-one or to present in the classrooms.

ADVISING – Verne Walker, Director

The Office of Advising and the Office of Institutional Research added another phase to the New Student Retention Predictor model. A retention index was created, which allows the College to apply an index number to each new student to predict retention or withdrawal. New students were randomly assigned to an experimental group or a control group. Advisors reached out to the 1,125 students in the experimental group via phone and or email to inquire how the students’ semester was going and to offer assistance or referrals, if needed. Analysis will be done after the close of the 14th day of the upcoming semester to evaluate the effectiveness of the outreach for students at various risk levels.

The Office of Advising and the Office of Information Technology Services launched two e-mail registration-reminder campaigns using the BANNER Relationship Management software. Active students with no financial holds, nor academic dismissals will receive up to seven registration reminder messages. For the Spring 2015 registration cycle, the Office of Advising collaborated with other Student Services offices to create an email registration campaign designed for students on academic probation, and these students will receive a basic registration reminder with some value-
added texts to encourage their focus on achieving a grade-point-average (GPA) that will remove them from a probationary status.

The Career/Undecided Advisors partnered with the Upward Bound program to provide the participating seniors from Rogers and Woodward High Schools to explore the Ohio Career Information System and the Ohio Means Jobs website. Approximately 10 students attended these sessions and were able to complete career assessments and explore occupations of interest, related programs of study, and the colleges or universities that offered these specific programs. Additional resources were also highlighted such as ACT/SAT practice tests, financial aid and scholarship information.

Four selective health evaluations were completed in August. The Nursing and Health Professions Advising team compiled a list of the 54 students who did not meet the criteria of the selected admission programs. Advising facilitated a phone call/ email campaign to reach out to these students and provided advising intervention, which included: addressing questions or concerns about their evaluation outcome, offers to meet in person to review program competitiveness and program criteria, recommending courses and reminding students to “Request a Health Evaluation” if they would like to be included in a future program review.

In order to increase awareness of the Dental Assisting program, the Nursing and Health Professions Advising team partnered with Elizabeth Tronolone, Chair, Dental Hygiene Technologies. Ms. Tronolone drafted a recruitment message, which the Nursing and Health Professions Advising team shared with 786 pre-health students.

**ADVISING FINDLAY CAMPUS – Angela McGinnis, Manager (Findlay)**

Staff from the areas of Adult Basic and Literacy Education, Advising, Disability Services and the English Department met to discuss students who are referred to the COMPASS Preparation Course. The group is establishing an improved process to assist students to progress in the preparation courses and to help identify realistic and attainable career goals. In addition, the team is gathering a list of college and community resources that would be beneficial to these students.

The Findlay Campus hosted the Fall Transfer Fair on October 28, and thirteen colleges participated and spoke with 144 students.

**FINANCIAL AID – Jodie Birch, Interim Director**

A total of 14,170 applications for financial aid have been received for the 2014-2015 academic year. A total of $70,336,907.41 in grants, loans, scholarships and Federal work study has been disbursed for the 2014-2015 academic year. Currently, 54 percent of students enrolled for Fall Semester 2014 are receiving financial aid, which represents an increase of 2.3 percent from Fall Semester 2013.

Yolanda Houle, Veterans Services Advisor, met with Troops and Family Services of Ohio on September 18, October 9 and October 27; with the Ottawa County Veterans Services on September 23; and with the Wood County Veterans Services to collaborate on services for veteran students. Ms. Houle also presented “Understanding the Veteran Student” at Owens Professional Development Days.
OSERVE - *Amy Giordano, Director*
In October, Shannon Hadding, Oserve Senior Advocate, coordinated the satisfactory academic progress outreach to students who were likely to become ineligible to receive financial aid at the end of the Fall 2014 semester due to the requirements for satisfactory academic progress requirements. The outreach team consisted of ten Oserve Advocates: Randi Elliott, Janice Hall, Laurie Linville, Tonya Miller, Sharron Pappas, Patricia Riehle, Mary Ritz, Jennifer Rodriguez, Janet Tornow and Ciaira Warfield who contacted 559 students to notify them of the risk of losing financial aid at the end of the term and to explain the appeal process for satisfactory academic progress. A review will occur following fall semester to determine the effectiveness of the concerted outreach.

RECORDS OFFICE – *Eric Langenderfer, Registrar*
Mr. Langenderfer with Ms. Giordano convened the first campus stakeholder meeting on the prior learning assessment practices at Owens for the objective of improving the award of earned credit for prior learning and contributing toward the initiatives of enrollment, retention and degree completion. The prior learning assessment task force will meet monthly and will utilize the Ohio Board of Regents Prior Learning Assessment with a Purpose report along with current college procedures to help guide efforts toward improving transfer credit practices in conducting portfolio credit review, credit by exam and military transfer credit.

The Records Office was moved from Administration Hall to the College Hall 120 suite, which enables staff to work in closer proximity with other Student Services offices.

STUDENT LIFE – *Dr. Christopher Giordano, Dean*

**ATHLETICS**
Women's soccer upset No. 15 Schoolcraft College in the Region XII tournament championship game, winning with a score of 1-0. The win qualified the Express for a second straight trip to the National Junior College Athletic Association (NJCAA) Division I National Tournament in Melbourne, Florida, where they finished sixth in the country last year. This year, the tournament is scheduled for November 17-22, 2014 and Owens is 13-4-2 heading into nationals.

Sophomore forward Haley Malczewski (Central Catholic/Toledo, Ohio) earned First Team All-Region XII honors. Earning Second Team All-Region XII honors were freshman goalkeeper Chelsie Randolph (Start/Toledo, Ohio) and freshman forward Jordyn Wright (Riverdale/Forest, Ohio). Ms. Malczewski earned NJCAA Division I National Player of the Week honors earlier this season.

Men’s soccer finished the 2014 season with a record of 12-8-1, losing in the Region XII Quarterfinals to Lake Michigan College, 4-3 in overtime. Ahmad Jarrar (Hendersonville/Hendersonville, N.C.) and Matt Almester (St. John's Jesuit/Toledo, Ohio) both earned major awards in the Ohio Community College Athletic Conference (OCCAC), while three other Owens Community College men's soccer players also earned postseason honors. Jarrar was named First Team All-OCCAC, OCCAC Offensive Player of the Year and First Team All-Region XII. Almester was named First Team All-OCCAC, OCCAC Midfielder of the Year and First Team All-Region XII. Bjion Campbell (Coconut Creek/Margate, Fla.) was also named First Team All-OCCAC and Second Team All-Region XII. Earning Second Team All-OCCAC honors were Joseph Adby (York, North Yorkshire, England) and Austin Combs (Anthony Wayne/Maumee, Ohio).

Owens Golf had another outstanding fall season, placing first in 7 of the 9 tournaments in which they participated. They finished second in the other two tournaments.
On September 6, the women’s basketball team volunteered at the Toledo Gospel Rescue mission fund raiser for the men’s and women’s homeless shelters serving food. The women’s basketball team also volunteered at the Susan G. Komen Race for the Cure on September 28 serving as course marshals for the day.

The softball team donated several winter jackets to families that stay in the Ronald McDonald House, the cornerstone program of Ronald McDonald House Charities.

STUDENT ACTIVITIES/STUDENT CONDUCT – Danielle Filipchuk, Manager, Student Conduct
Student Government hosted their October 22 Town Hall Meeting, an opportunity for students to discuss issues relative to their college experience. The meeting introduced Big E, Owens new mascot, to students for the first time.

Members of the Outlook Student Newspaper attended the 93rd Annual Associated College Press/College Media Association National College Media Convention in Philadelphia, Pennsylvania, October 29-November 2, 2014. Five students were accompanied by Lori King, Outlook Advisor/Adjunct Faculty, and student Katie Budzor, Outlook Editor-in-Chief, participated as presenters of sessions during the conference.

Student Activities hosted the annual Halloween Alternative on October 24 in the Student Health and Activities Center. Faculty, staff, students and family members dressed in costume and enjoyed various booth and activities sponsored by registered student organizations: Dental Hygiene, Gay Straight Alliance, Hands-On Sign Language, Outlook Student Newspaper, Student Government, Student Nurses Association, Student Occupational Therapy Association, and the Theatre. Contest winners were Dental Hygiene (best costume) and Gay Straight Alliance (best booth/activity).

Dr. Giordano presented a national webinar entitled, “Student Conduct and the Two-Year College,” which focused on re-thinking traditional student conduct practices within the context of an urban-serving community college. The September 24 webinar was sponsored through American College Personnel Association (ACPA) College Student Educators International Commission for Student Conduct and Legal Issues and the ACPA Commission for Two-Year Colleges.

STUDENT MENTAL HEALTH SERVICES (SMHS) – Lisa Sancrant, Director
Dr. Sancrant presented a Gatekeeper Training on Suicide Prevention in recognition of World Suicide prevention day on September 10. The presentation aimed to inform the audience of the connection between depression and suicide, the risk factors and signs of suicidal behavior, and how to assess risk and find help for those at-risk of suicide. Seven students and one staff member attended the presentation.

Clair Hoover, Counselor Intern, and Deanna Radisek, Counselor Intern, offered a presentation entitled Raising Mental Health Awareness – Educate Yourself and Educate Others in recognition of Mental Illness Awareness Week on October 6. This presentation was provided by the National Alliance on Mental Illness to provide college students with important mental health information. Eight students attended the presentation.

Dr. Sancrant, and Ms. Radisek hosted an information table on the Findlay Campus on October 9 in recognition of Mental Illness Awareness Week. Information shared included Student Mental Health Services, tip sheets for various mental health issue, and information on community resources.
Dr. Sancrant, and Anita Martinez-Folger, National Alliance on Mental Illness Greater Toledo Area, presented for Owens’ Professional Development Day, October 20. The presentation, *Sharing Hope: Understanding Emotional Health*, aimed to provide an understanding of mental health conditions, reduce stigma associated with mental illness, support mental health recovery, and provide information on resources. There were approximately 105 faculty and staff in attendance.

On October 24, Dr. Sancrant, attended the Counselor Education Advisory Board Meeting at the University of Toledo. The Counselor Education Advisory Board is comprised of the University’s Counselor Education faculty, alumni, and internship site supervisors with the goal of identifying strategies to enhance and coordinate the education and training of counselors.

Following are counseling services provided for September and October:

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**PROFESSIONAL DEVELOPMENT RECORDS**

On September 26, Eric Langenderfer, Registrar, Verne Walker, Director of Advising, Elizabeth Boggia, Articulation Manager, and Jill Gentry, Articulation Manager, attended the Ohio Board of Regents Tools, Tasks and Talents of the Transfer Trade workshop. The workshop was designed to better understand Ohio’s transfer initiatives, processes, and to learn from peers across the state. General session presentations, roundtable discussions, and breakout sessions focused on course equivalency, articulation agreements, partnership programs, admissions processes and state transfer initiatives for veterans and active military students.

On October 20, Eric Langenderfer, Registrar, Jodie Birch, Interim Director Office of Financial Aid, Anne Fulkerson, Institutional Effectiveness and Deb Rathke, Institutional Effectiveness, attended the state’s Valuing Ohio Veterans Convening in Lewis Center, Ohio. The purpose of the convening was to ensure Ohio’s public institutions of higher education are moving forward with the requirements of House Bill 488, which focuses on providing benefits and incentives to Ohio’s veteran and military student populations. Discussed were key initiatives such as priority registration for active military and veterans, the creation of Military Transfer Assurance Guides (MTAGS) to ensure military credit is transferred consistently and equitably between public colleges and universities and ways to improve student services to our active military and veteran students. The Records Office and several other offices within the Student Services division are working to ensure that Owens is compliant with HB 488 by December 31, 2014.

**STUDENT ACTIVITIES**

Members of the Registered Student Organization (RSO) Student Nurses Association attended the Ohio Student Nurses Association Conference in Cleveland, Ohio, September 26-27. Four students were accompanied by RSO Advisors Eileen Alexander and Deborah Sullivan, both faculty members in the School of Nursing. Three students from the Student Nurses Association were elected to state and/or national positions during their state conference. The National Student Nurses' Association mentors the professional development of future registered nurses and facilitates their entrance into the profession by providing educational resources, leadership opportunities, and career guidance.
Members of the RSO Owens Nutrition Association attended the Food and Nutrition Conference and Expo in Atlanta, Georgia from October 17–22. Four students were accompanied by RSO Advisors Beth Williams and Bryanne Lee, both faculty members in Food, Hospitality, and Nutrition. The conference was sponsored by the Academy of Nutrition and Dietetics Foundation, the world's largest charitable organization (501c3) focused on food, nutrition and dietetics.

Members of the RSO Occupational Therapy Association attended the Ohio Occupational Therapy Association Conference in Mason, Ohio on October 25-26. Eight students were accompanied by RSO Advisor Cathy Barciz, faculty member in Occupational Therapy, Fire, and Emergency Preparedness. The Ohio Occupational Therapy Association promotes occupational therapy by addressing professional issues that impact the education and practice of occupational therapists in the state of Ohio.

**STUDENT MENTAL HEALTH SERVICES**

On October 17, Dr. Sancrant, attended the 2014 Mental Health & Wellness Seminar at Cuyahoga Community College, Ohio. The seminar was hosted by the Tri-C Counseling Department and included training on the effects of disasters, how to assess and treat victims of disasters, and counselor self-care.
OCTOBER 2014

HUMAN RESOURCES – Jack Witt, Vice President
Professional Development Days for faculty and staff were held, October 20-21. Lisa Dubose, Director of Organizational Development and Chief Diversity Officer, chaired the committee, which developed 48 strategically-designed sessions in academics, operations, personal development, safety/mental health and strategy.

The Professional Development Days Committee of 2013 was awarded the Fall 2014 AQIP Excellence Award. Congratulations to the committee members: Ms. Dubose, Dr. Ruth Couch, Associate Professor, Business Management (Findlay Campus); Susan Emerine, Director, Disability Services; Kristine Flickinger, retired faculty; Jennifer Hazel, Associate Professor, English; Krista Kiessling, Director, Service Learning and Civic Engagement; Dr. Douglas Mead, Associate Dean, School of Nursing and Health; Jeremy Meier, Associate Professor, Fine and Performing Arts; Margaret Parker, Assistant Professor, Business Management; Dr. Catherine Pratt, Associate Professor, Communications/Humanities; Barbara Rardin, Manager, Human Resources Information Systems; Ellen Sorg, Chair, Humanities; and Jami Williamson, Assistant Professor, Health and Exercise Science.

INFORMATION TECHNOLOGY SERVICES (ITS) – Connie Schaffer, Associate Vice President, Technology/Chief Information Officer
ITS has completed a college-wide inventory of the technology for every classroom, which included a classroom picture. The inventory is stored in AdAstra, enabling faculty and staff to view the technology features for each mediated classroom. Reports can be generated based on select features.

The student kiosks are being replaced to better serve student needs with a quicker system and display all of web sites.
## OPEN POSITIONS REPORT

<table>
<thead>
<tr>
<th>NEW POSITIONS</th>
<th>CAMPUS</th>
<th>STATUS</th>
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<tr>
<td>Instructor, Caterpillar / Diesel Programs</td>
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<th>REPLACEMENT POSITIONS</th>
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<tr>
<td>Advisor, International Student</td>
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<tr>
<td>Custodian (Third Shift)</td>
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<tr>
<td>Executive Director of Institutional Advancement</td>
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<tr>
<td>Instructor, Emergency Services Technology</td>
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<tr>
<td>Journeyman/Maintenance Specialist - Electrician</td>
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<tr>
<td>Manager, Telecommunications, (Internal Search Only)</td>
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</tr>
<tr>
<td>Vice President, Academic Affairs</td>
<td>T</td>
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</tbody>
</table>
OCTOBER 2014

INSTITUTIONAL EFFECTIVENESS – Thomas Perin, AVP/Accreditation Liaison Officer

Mr. Perin facilitated two sessions for the October Professional Development Days, which included progress updates on the College’s Assessment Academy and the Student Persistence and Completion Academy through the Higher Learning Commission.

Mr. Perin facilitated the annual fall Ohio AQIP Coalition meeting, October 22-23. Key presenters included Eric Martin, Vice President for Accreditation Relations of the Higher Learning Commission, and Rob Spohr, Vice President for Student and Academic Affairs, Montcalm Community College, who on the topics of strategy forums, action projects, systems portfolios and other accreditation compliance items.

Mr. Perin continues facilitate the student engagement initiative and has been petitions by 27 other colleges to share the program or to contract Owens to train faculty in student engagement.

WORKFORCE AND COMMUNITY SERVICES (WCS) – Dr. Brian Paskvan, Executive Director

WCS delivered 28 contract training programs serving a total of 451 participants in October. Seventeen companies were served: ABC Inoac, Akron Sheetmetal Workers, City of Toledo, Cincinnati Plumbers & Pipefitters, Cleveland Sheet Metal Workers, Delta Kappa Gamma, Devonshire REIT, First Energy, Great Lakes Contractors Association, Johnson Controls Battery Division, L&W Engineering, Mannik & Smith, Principle Business Enterprises, ProMedica Health System, Toledo Sheetmetal Workers, Village of Ottawa Hills and Whirlpool Corporation.

WCS delivered 45 open enrollment non-credit classes serving a total of 290 students in October. Highlights included: Real Estate, CPR, Massage Therapy for Cancer Patients, Microsoft Excel, Passport to Retirement, Ceramics for Adults, Culinary Camp, Motorcycle Basic Rider, Digital Photography and Personal Trainer.

WCS provided apprentice registrations to Findlay Products, Norplas, Tower International, Maumee Valley Fabricators, and AE Electric.

WCS created and offered a supervisor training series in conflict resolution and effective discipline to meet the supervisory training needs of more 48 companies in Toledo and Findlay. The courses addressed the critical needs of local businesses that have hired or promoted new supervisors.

WCS is offering a Plus 50 Job Ready Program to residents of Wood and Lucas Counties who are age 50 and older and unemployed or underemployed. This program is grant-funded by the Wal-Mart Foundation, and it was awarded to Experience Works, a national organization that helps bring training and other services to older adults to enter the work force. Experience Works partnered with Owens Community College to provide the free training focused on clerical, special education aides and substitute teachers. Experience Works partnered with Renhill Group Staffing to facilitate interviews for those who complete the program.
Dr. Paskvan and Carl Dettmer, Director of Program Development, joined representatives of State Treasurer Josh Mandel to present the Ohio Strong Award to Colleen Neidert, Director, Human Resources of Principle Business Enterprises. Through her partnership with Owens, Ms. Neidert displays an outstanding commitment to workforce development is very deserving of the Ohio Strong Award.

Dr. Paskvan represented education in a Davis Bessie community forum focusing on rates that support operations at Davis Bessie.

Dr. Paskvan was interviewed on WCS programs on the Business Blackboard radio show hosted by Jeff Potter. WCS worked with WTOL Channel 11 and Jared Meade, Manager, Public and Media Relations on an interview with Grayling Lathrop, instructor, for the new smartphone security class being offered in December. He commented on how the class will instruct individuals on identity theft, protecting personal information from cyber hackers and malicious applications.

Dr. Paskvan and State Fire Marshal Larry Flowers executed an arrangement for the State Fire Marshal Office to offer programs in early 2015 utilizing the Center for Emergency Preparedness.

WCS hosted the City of Toledo’s annual HazWOPER Refresher event at the Center for Emergency Preparedness, which was attended by 100 participants and featured 8 presenters. WCS provided keynote speakers, including Jon Parker of BP, who assisted in overseeing the cleanup of the 2010 Gulf oil spill in Louisiana; Springfield Township Assistant Fire Chief Rick Helminski, who was active in the initial response of the August Toledo Water Crisis.

Dr. Paskvan met with Bill Brennan, Director of Business Services, Lucas County Department of Planning and Development, and Mike Vey, Workforce Development Coordinator, Ohio Means Jobs, with respect to Lucas County involvement in the implementation of the Trade Adjustment Grant. Additionally, Dr. Paskvan is in contact with Ottawa County Economic Development Office. The grant requires extensive company involvement over the next three years, and partnerships are being developed to secure those companies.

WCS executed an agreement with ProMedica Health System to provide ProMedica University training on Microsoft Office in 2015. This partnership has been in place for almost a decade.

WCS negotiated an agreement with Norplas Industries to rent Alumni Hall and Culinary Center facilities for Norplas employee wellness and fitness activities, a spring basketball league and cooking classes.

Dave Siravo, Director of Skilled Trades, attended the Ohio State Apprenticeship Conference in Dublin, OH. The conference focused changes in apprenticeship rules. Mr. Siravo presented on developing partnerships with community colleges for articulation with building trades apprentices and related training for manufacturing apprentices. Contacts were made with Ohio Job and Family Services, Whirlpool in Findlay, Pruss Construction, and others while networking at the event.

WCS met with the Associated General Contractors on seamless methods for making degree completion for apprentices earning college credit.

Mr. Siravo attended the Fulton County Economic Development Corporation meeting, and he is a member of the workforce and education committee. Welding and CNC are high priorities for short-term training academies to help fill plant employment voids.
PROFESSIONAL DEVELOPMENT
Mr. Perin completed a comprehensive peer-reviewer training, October 1-3, with the Higher Learning Commission. Mr. Perin will participate with the Higher Learning Commission in peer review evaluations of other AQIP-accredited colleges and universities.
DATES TO REMEMBER
(changes/additions since the last meeting are indicated in bold italic)
Members of the Board of Trustees are asked to note the following dates of interest:

2014
December 2    Findlay Holiday Reception (11:30 a.m., EC #111) and Board of Trustees Meeting
               (12:30 p.m., FCE #111) and the Findlay Holiday Reception (EC #111)
December 4    Toledo Holiday Reception (11:30 a.m., Audio Visual Classroom Center)
December 6    Alumni Association’s Shop ‘Til You Drop
December 7    Last Day of Fall Semester Classes
December 12   Commencement
December 24-31 Holiday ~ College Closed

2015
January 1     Holiday ~ College Closed
January 12    First Day of Spring Semester Classes
January 19    Holiday ~ College Closed
February 3    Board of Trustees Meeting
February 21   Alumni Association’s Walleye Night at Huntington Center
March 9-15    Spring Break ~ No Classes
March 10      State of Ohio Ethics Session (Audio/Visual Classroom Center)
April 7       Board of Trustees Meeting
April 23      All-Ohio Academic Team Luncheon by invitation (Columbus)
April 24      Outstanding Service Award Celebration ~ 7:30 a.m. (Audio/Visual Classroom Center 121-128)
May 3         Last Day of Spring Semester
May 5         Board of Trustees Meeting ~ 3:00 p.m.
May 8         Commencement
May 18        First Day of Summer 10 Week/First 5 Week Classes
May 25        Holiday ~ College Closed