Board of Trustees Regular Meeting
December 10, 2013

Exhibit 17
Monthly Reports to the Board of Trustees:
A. Academics
B. Business Affairs
C. College Development
D. Enrollment Management and Student Services
E. Human Resources and Administration
F. Office of President

Exhibit 2
Trustees’ Dates to Remember

Exhibit 3 ~ See Separate Attachment
Financial Statement for the period ending October 31, 2013
OCTOBER 2013

ACADEMIC SERVICES – Dr. Renay Scott, Vice President/Provost

SCHOOL OF HUMANITIES, SOCIAL SCIENCES AND CRIMINAL JUSTICE – Michele Johnson, Dean

L. Scott Deaner, Co-Interim Chair/Assistant Professor, Social/Behavioral Sciences, took 25 Owens geography students to the annual conference of the East Lakes Division of the Association of American Geographers on October 26. The conference was hosted by the University of Toledo and held jointly with the Canadian Association of Geographers - Ontario Division. Students were able to network with other geography students and professors from around the region, listen to research presentations and learn about future educational opportunities at area universities.

SCHOOL OF BUSINESS, INFORMATION AND HEALTH SUPPORT TECHNOLOGIES – Ann Theis, Dean

The Heritage Hall renovation project for the Culinary Center reached an important milestone. Owens received partial occupancy to allow for the use of the Skills Lab to begin a fall semester, second 8-week course: Quantity Food Production for Students.

On October 17 and 18, Dean Theis attended the fall meeting of the Ohio Administrators of Business Programs at Mohican State Park in Loudonville, Ohio. Deans from community college business schools discussed a number of topics including enrollment patterns, new programs and the impact of Ohio Board of Regents and state funding changes on the College’s programs.

On October 16-18, Barbara DiNardo, Professor, Business, and Teri Pratt, Associate Professor, Office Administration, attended the fall regional meeting of the Accreditation Council for Business Schools and Programs (ACBSP) at Malone University in Canton, Ohio. At that meeting a tribute was made to the late Dr. Rose Kuceyeski, a long-time valued member of ACBSP, for her years of service to the organization. In attendance were members of her family. The tribute was especially poignant as Malone University was Dr. Kuceyeski’s alma mater.

SCHOOL OF HEALTH, EDUCATION AND HUMAN SERVICES – Doug Mead, Dean

Elisa Huss-Hage, Professor, Teacher Education and Human Services, and students from Introduction to Early Childhood Education and Individuals with Exceptionalities classes, volunteered for the Buddy Walk to benefit the Down Syndrome Association of Greater Toledo on Sunday, October 13.

On October 17, Ms. Huss-Hage took her Individuals with Exceptionalities class to visit Sunshine, Inc., a community for individuals with developmental disabilities, to learn about and connect to this residential facility and community resources for people with disabilities.

Deborah Ciecka, Chair, Teacher Education and Human Services, served as a featured speaker at the Owens Community College Foundation Annual Dinner on October 24. The theme “Building Futures” was emphasized in her remarks describing the development of two student scholarships funded through efforts in the Teacher Education and Human Services Department.
On October 25, faculty, administrators and seven Magnetic Resonance program students travelled to the Phillips Healthcare in Cleveland. Students toured the facility where magnetic resonance and computed tomography equipment is manufactured and observed the testing of the equipment to ensure compliance with federal regulations.

On October 10, Dorothy Crissman, Instructor, and Occupational Therapy Assistant students, participated in a service learning activity for the Glass City Academy (a drop out prevention and recovery high school in Toledo). Upon notification that these students do not receive a daily lunch, the OTA students provided 175 bag lunches for academy students.

**SCHOOL OF NURSING – Dawn Wetmore, Dean**

**Medical Assisting Program**

On October 15, Diane Morlock, Chair, Medical Assisting, provided a presentation at the Findlay luncheon for high school counselors on the Medical Assisting Program.

On October 18, 26 Medical Assisting students received their professional pin at a ceremony on the Findlay Campus. Leadership awards were given to Tiffany Smith and Kimberly Nieset for their work in starting a Medical Assistant student organization on the Findlay Campus.

In honor of National Medical Assistant Week, the Medical Assisting students from the Findlay Campus provided free blood pressure and blood sugar testing for students, faculty and staff on October 23. On October 28, a bake sale was held in the Findlay Campus Atrium with baked goods provided by the Medical Assisting students.

**Surgical Technology Program**

The College was notified by letter on September 18, that the Accreditation Review Committee for Surgical Technology and Surgical Assisting had accepted the administrative and faculty changes in the Surgical Technology department at Owens.

**State Tested Nursing Assistant Training Program**

On October 10, Owens hosted a State Tested Nursing Assistant (STNA) instructor workshop presented by D&S Diversified Technologies for STNA instructors in the Northwest Ohio area. D&S is the testing provider contracted by the Ohio Department of Health to administer the state test to qualified STNA candidates in Ohio. Twenty attendees were present for this workshop representing the American Red Cross, Med1Care, Four County Vocational School, Whitmer High School, Larock Healthcare Academy and Owens. The STNA instructor workshops are held for training program instructors and program coordinators and are designed to help facilities better understand the testing process for their candidates.

**SCHOOL OF INTERDISCIPLINARY STUDIES – Denise Smith, Vice Provost/Dean**

**e-LEARNING – Mark Karamol, Director**

The e-Learning Office received distance education exemptions in order to offer online courses and programs in Virginia and Connecticut.

**THE SOURCE LEARNING CENTER – Dr. Jacquelyn Jones, Director**

**Events, Awards and Other Recognition**

On Monday, October 21, Channel 13 aired a news story on The Source Learning Center, which featured student Jacob Bloomer in the Gateway to College Program, Mike Veh from The Source, and Dr. Jones. The focus was on how Owens at The Source is helping young people to stay in school and become employed after graduation.
Dr. Jones with President Bower and Jennifer Fehnrich, Executive Director, Government & Community Relations and Marketing met with Mayor Mike Bell on October 24 to discuss the goals and vision for The Source Learning Center. Mayor Bell toured the Learning Center and learned about student headcount, services and recruitment plans for the Learning Center and the Gateway to College Program.

SERVICE LEARNING AND CIVIC ENGAGEMENT – Krista Kiessling, Director

Service Learning
Service Learning invited Richard Kinsley, Director, Ohio Campus Compact, to present on October 7 at the Owens Professional Development Days. Mr. Kinsley presented a curriculum development session for Service Learning to over 20 faculty and staff members.

Connect2Complete (C2C)
Christina Perry, C2C AmeriCorps VISTA member, introduced the first Owens volunteer corps, a growing group of Owens students interested in ongoing volunteer opportunities in Toledo and the surrounding areas.

Owens Harvest Food Pantry
The pantry served 310 individuals in October.

Owens Harvest Community Garden
The garden has begun the installation of a vertical garden system donated by Toledo GROWs, which will support 400 strawberry plants for food pantry distribution in the spring.

UPWARD BOUND – Heath Huber, Director
On October 15, Mr. Huber, Stacy Cupps-Alexander, Carrie Schonter-Cherry, Specialist, and Abby Sominski, Administrative Assistant, Academic Services, accompanied 14 juniors and seniors from Rogers and Woodward High Schools on a college visit to the University of Michigan, as part of the Upward Bound Program.

FINE AND PERFORMING ARTS – Michael Sander, Interim Chair

Events, Awards and Other Recognition
On October 25, the Commercial Art Club participated in the 2013 Halloween Alternative event hosted by Student Activities. The Club sponsored a booth with activities for those who attended and was awarded $250 for best booth based on originality, age appropriateness, participant engagement and overall appearance. The Photography Club created two photography sets and took free portraits of kids and families in their Halloween costumes. Images were posted on a website that provided free downloads.

Carey Marten, Associate Professor, Commercial Art, and Denise Grupp-Verbon, Adjunct Instructor, Music Business, directed students from their Electronic Page Layout and Music classes in the poster design for the 6th Annual Creative Noises Live Concert Series. Students from both classes voted on the poster designs, and the winner was Alexander Christian, who designed a 4x6 postcard and a banner that will appear on the Owens Website.

On October 14, Dr. May Phang, internationally recognized pianist and recording artist, performed a recital of piano music including transcriptions from Wagner operas, Stephen Foster songs, as well as works by lesser-known composers such as the blind slave sage nicknamed “Blind Tom”. The event, held in the Studio Theatre, was well-received and attended by students, faculty and community members. Dr. Phang is Associate Professor of Piano at Depauw University.
On October 3, Ruth Foote, Professor, Photography, Margaret Lockwood-Lass, Adjunct Instructor, Photography, accompanied students to a professional photographer lecture at the University of Toledo at which David Hume Kennerly, Pulitzer Prize winning photographer, presented his work and spoke about his career as a photojournalist and President Ford’s photographer.

On October 19, the Theatre Express presented its sixth annual series of ten-minute plays -- written, rehearsed and presented in 24 hours. Playwrights included Joy Parker, Instructor, English, Eric Wallack, Associate Professor, Fine and Performing Arts, Shannon Smith, Assistant Professor, English, Carl Dietrich, Professor, Communications, and Jordan Jarvis, Owens Theater alumni now studying theater in New York. A total of 33 faculty, students and alumni contributed in the making of this event.

HONORS PROGRAM – Dr. Russell Bodi, Director
Terri Leary, Owens Honors Program graduate and Fall 2011 commencement speaker, is performing her senior internship as an aide in the Honors office. She is assisting in filing, creating spreadsheets and is initiating an Honors Program alumni group, which will assist in securing funds for scholarships through the Owens Foundation. Ms. Leary must participate in 120 hours of service learning in order to receive her bachelor’s degree at Ohio University.

During the October 8 Professional Development Day, Dr. Russ Bodi, Cory Hoover, Professor, English, Tim Rice, Professor, English (Findlay), and Alden Gross, Adjunct Instructor, Communications/Humanities, met for a session with fellow faculty members to discuss best practices for honors contracts. Faculty members are great ambassadors for the Honors Program.

SCHOOL OF SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS –
Randy Wharton, Dean
On October 7, Mr. Wharton met with Dave Wagner, Dean of Engineering Technologies, Marion Technical College, to tour their new RAMTECH (Robotics & Advanced Manufacturing Technology Education Collaborative) Center at Tri-Rivers Career Center in Marion. The RAMTECH Center will be used to train high school, college and adult students to run and repair large industrial robotics. The purpose of the visit was to gather ideas for application of a similar program at Owens.

On October 17, Mr. Wharton and Scott Killy, Chair, Applied Engineering and Industrial Technologies, met with principles at Lowry Controls in Loveland, Ohio, for a demonstration of a Manufacturing Technology Simulator. The simulator is designed to be portable and demonstrates a wide variety of state-of-the-art manufacturing technologies. A valuable classroom tool, the simulator can also be easily taken to events such as high school career days to stimulate interest in manufacturing technologies. Lowry Controls is also the provider for a more advanced simulator utilized by a program gaining popularity among the major automotive manufacturers and tier one suppliers. This program, AMTEC (Automotive Manufacturing Technical Education Collaborative), is currently being looked at by the College as a way to meet the rising manufacturing needs of Northwest Ohio.

PROFESSIONAL DEVELOPMENT
ACADEMIC SERVICES
Dr. Renay Scott, Vice President/Provost, served as an assessment mentor for the Higher Learning Commission’s Results Forum where she worked with three schools on closing out their assessment project as part of their accreditation pathway.
SCHOOL OF HUMANITIES, SOCIAL SCIENCES, & CRIMINAL JUSTICE
Kimberly Minke, Professor, Psychology, presented two leadership training workshops to the Civic Ambassadors on October 11 and October 18. Topics included an overview of leadership theory and self-assessment activities relating to individual leadership practices. Follow-up sessions will be scheduled for the coming months.

Ms. Minke attended a "Lead On" leadership workshop focusing on Contextual Intelligence at the South Toledo Campus of Cedar Creek Church on October 26.

L. Scott Deaner, Assistant Professor/Co-Interim Chair, Social/Behavioral Sciences, participated in the Concord University Alumni Career Symposium on October 3 and 4 in Athens, West Virginia. On October 3, Mr. Deaner spoke to two classes of Concord University geography students and on October 4, he participated on two general discussion panels.

Mr. Deaner completed the "O-Think" training from Apple on October 7. The final training conversion "Challenge Based Learning in the Classroom" was a continuation of four days of training held in June and July 2013. The session was held in AVCC in conjunction with Owens Professional Development Days.

SCHOOL OF HEALTH, EDUCATION AND HUMAN SERVICES
Deborah Ciecka, Chair, Teacher Education and Human Services, attended the Two-Year Early Childhood Associate Degree Coalition meeting held in Columbus on October 4. Cathy Hill, Assistant Director for Program Approval, Ohio Board of Regents, gave an update on the reduction to 60 credit hours and the general education math requirements for teachers. Other topics discussed included the metric pilot, administrative credential, and changes to the Child Development Associate credential.

Ms. Ciecka attended the Teaching Professions Advisory Board meeting held at Penta Career Center on October 9.

On October 14-18, Elisa Huss-Hage, Professor, Teacher Education and Human Services, participated in an on-line meeting of the Early Childhood Associate Degree Accreditation. As Chair of the Commission, she oversees the work of this accrediting body.

Brittany Moore, Adjunct Instructor, Dental Hygiene, was awarded the Ohio Dental Hygienists’ Association Gail Benninger Member Scholarship.

SCHOOL OF BUSINESS, INFORMATION AND HEALTH SUPPORT TECHNOLOGIES
Susan Deutschman, Assistant Professor/Coordinator, Cancer Information Management, attended the Michigan Cancer Registrars Association’s 38th Annual Educational Meeting on October 17 and 18. Topics included staging difficult lung cases, using the hematopoietic database and CoC standards.

Joann Gruner, Chair, Food, Nutrition and Hospitality, attended the Accreditation Council of Education in Nutrition and Dietetics workshop on item writing for the national exam on October 4, 5 and 6 in Chicago, Illinois. The Academy selected Ms. Gruner to attend the workshop as a representative for educators of Dietetic Technicians.
Beth Williams, Clinical Teaching Faculty, Dietetics, and three Dietetic Technician students, attended the Food & Nutrition Conference and Expo on October 19-22 in Houston, Texas. Ms. Williams is the Advisor for the Owens Student Nutrition Association.

SCHOOL OF NURSING
Ruth Ankele, Chair, School of Nursing, attended the Ohio Council of Associate Degree Nursing Education Administrators meeting on October 17 in Columbus.

SCHOOL OF INTERDISCIPLINARY STUDIES
Michael Sander, Professor/Interim Chair, Fine and Performing Arts, attended the annual meeting of the National Association of Schools of Art and Design on October 9-12. Conference attendance was for the purpose of accreditation application for the spring of 2015 in the visual arts.

Ruth Foote, Professor, Photography, attended the Society for Photographic Education regional conference in Lincoln, Nebraska, on October 24-27. Ms. Foote was a co-presenter for a panel “It Takes A Village: Embracing the Role of Community Colleges in Photo Education.” As part of the panel, she conducted a national survey of photography programs at both four-year and two-year institutions. The panel presented the results and discussed the need for stronger collaboration between institutions to make transfer a smoother process.

Lori King, Adjunct Instructor, Photography, Josh Widanka, editor-in-chief and Cathy Zeltner, managing editor, from the Owens Outlook attended the College Media Association’s student media conference in New Orleans on October 23-27 for the purpose of improving the Owens Outlook newspaper to be visually appealing. Topics included social media, online and print newspapers and earning revenue with ads.
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BUSINESS AFFAIRS – Laurie Sabin, Vice President/Treasurer
Ohio Association of Community Colleges (OACC) Fiscal Officers - On October 4, Ms. Sabin attended the OACC Fiscal Officers meeting at Columbus State Community College. Topics of discussion included presentations by Brad Hinkle, Chief Deputy Auditor, and Jenny Starr, Chief Financial Officer, Ohio Public Employees Retirement System, on the implications of the Governmental Accounting Standards Board’s Statement No. 68 (pension liabilities), and updates on the calculation of Senate Bill 6 ratios by David Cannon, Vice Chancellor, Finance and Data Management, Ohio Board of Regents, the Community College Funding Consultation and the Ohio Board of Regents’ progress on overhauling dual enrollment funding.

Banking Management - On October 18, Ms. Sabin and Maureen Jacoby, Manager, Cash/Investments, met with Lynn Eicher, Bill Garbe and Dave Koenig of Fifth Third Bank to discuss risk management and depository products that could eliminate manual steps for daily, weekly and monthly transaction review, bank reconciliations and deposit processing. The College will complete a series of surveys to determine if these products would produce efficiencies.

Community College Funding Consultation - On October 23, Ms. Sabin attended a webinar meeting of the HB59 Community College Funding Consultation. The group continues its work to develop a model to distribute state share of instruction funds starting in fiscal year 2015 that includes weighted factors for at risk students and is based on course completions, degree completions and a revised version of the previously developed success points. The projected timeline for these efforts includes presentation of a proposed funding formula to the community college presidents on November 15, finalization of the formula, compilation of a final report and recommendations, and consensus on recommendations by the community college presidents by December 2013 and final recommendations to state legislature by February 15, 2014.

On October 21, 23, 24 and 25, Ms. Sabin and Tom Reed, Analyst, Budget and Systems, held meetings for all department heads to kickoff preparation of their three year business plans. The planned timeline of the business plans and the fiscal year 2015 College budget includes submission of business plans to the President and Vice Presidents by December 20, submission of budget schedules to Business Affairs in January 2014, adjustments to departmental budgets and preparation of the College budget in February and March 2014, vetting of the College budget by the Budget Advisory Council in April 2014, draft fiscal year 2015 College budget submitted to the Board Finance Committee in May 2014 and submission of the proposed fiscal year 2015 College budget to the Board of Trustees for approval in June 2014.

BUSINESS AFFAIRS – Pamela Beck, Controller
The auditor’s opinion letter and the Consolidated Annual Financial Report (CAFR) for the College and the Foundation were submitted to the Ohio Auditor and the Ohio Office of Budget Management on October 15. Highlights of the report will be presented in the audit conference to the Board Finance Committee.
OPERATIONS – Michael McDonald, Executive Director

Energy Conservation - Energy Systems Group issued its Annual Energy Savings Report for the Owens Energy Conservation Project and confirmed utilities savings (for the period of February 2012 through January 2013) exceeded the guaranteed annual savings of $835,682 by $60,052. As a result of this project and other utilities procurement strategies, the College has significantly reduced its utility cost by 41 percent.

Lucas County and The Source - Working with Dr. Jacquelyn Jones, Director, Learning Center at The Source and Lisa Dubose, Director, Organizational Development and Chief Diversity Officer, Mr. McDonald met with representatives from Lucas County Facility Management to discuss and plan for needed accessibility and security lighting improvements at for The Source.

FACILITY SERVICES – Jim Mahaney, Director

MRI Simulation Lab Bicentennial Hall 151 – A site visit was made by the installation team on October 17 in preparation for delivery and an installation date of November 11.

Heritage Hall Renovation/Culinary Center – Renovation work is being finalized for the Culinary Lab project, and additional class sections are now meeting in the new labs. A grand opening event is being planned for January.

Parking Lot Improvements – This project is complete.

College Hall Restrooms near Oserve – Now in the value engineering stage, bids will be solicited in November with construction planned during the semester break.

CAPITAL PLANNING AND SUSTAINABILITY – Thomas Horrall, Director

Six Year Capital Plan - Through the efforts of a broad-based planning team, final revisions and edits have been accorded to the College’s fiscal year 2015-2020 Capital Plan.

CAMPUS RETAIL SERVICES – David Wahr, Director

Bookstores - Rental of textbooks continues to increase. For the Toledo Campus, 2,233 books have been rented compared to 1,758 in Fall 2012. Findlay Campus book rental is also up compared to Fall 2012. The textbook rental program offered to students is an important part of the College’s overall textbook affordability strategy. Digital book (ebooks) sales are gaining popularity with 284 sold this semester as compared to 152 last fall (a 53 percent increase). Textbook adoptions for Spring 2014 have begun with little more than half of all adoptions being submitted by the end of October. Orders are placed in early November for all courses.

AUXILIARY SERVICES – Danielle Tracy, Director

Student Health and Activities Center (SHAC) - SHAC attendance for the month of October was 5,878, which is an average of 235 people per day. Attendance is up 45 percent compared to October 2012. Auxiliary Services is working to finalize the lease for the new cardio equipment in the SHAC for an expected delivery of November 29.

Facility Rentals – During October, 339 events were processed, a 12 percent decrease compared to October 2012. Of the 339 events, eight were external events that brought in $1,255 of revenue to the College. The GED graduation brought 152 graduates to campus with their families. Some large internal events included the Halloween Alternative hosted by Student Activities and the Professional Development Days hosted by the College.
Food Service - Sales in the fresh food machines are increasing and Auxiliary Services will be working with Marketing to develop a plan to market them better. A survey was conducted concerning the operating hours of the Toledo grill and the feedback was that the majority of participants would prefer the College close the grill on Friday but extend the hours Monday through Thursday. Auxiliary Services is considering options.

DEPARTMENT OF PUBLIC SAFETY – John Betori - Director of Public Safety/Chief of Police
October welcomed a dispatcher and the eighth police officer of the 11 officer positions.

PROFESSIONAL DEVELOPMENT
David Wahr, Director, Campus Retail Services, attended the annual National Association of College Auxiliary Services (NACAS) Conference in Anaheim, California. (Travel expenses were paid for by Mr. Wahr). Mr. Wahr is active with NACAS and serves as President-Elect of the Central Region board as well as the National Awards Chairman. While at the conference he attended various workshops concerning bookstore and other auxiliary best practices and professional development.

Michael McDonald, Executive Director, Operations, attended the Central Association of College and University Business Officers during the first week of October. (The conference and all expenses were privately funded).
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FUNDRAISING – Laura Moore, Interim Executive Director
Foundation Update – The Foundation held its Annual Meeting on October 24. At this meeting, the following directors were re-elected to three-year terms: James Baehren, Michael Duffey, Thomas Hosler, Daniel Kimmet, Ronald Matter, Philip Rudolph, Jr., Alan Sattler and Arthur Smith. Officers elected for 2013-2014 were Chairman – Daniel Kimmet; Vice Chairman – James Geers; Treasurer – Alan Sattler; and Secretary – Dee Talmage. LaDonna Knabbs, an Owens graduate and Foundation Scholarship recipient, and Deb Ciecka, Chair of Teacher Education and Human Services and a Foundation donor, made presentations at the meeting. Major donors to the Foundation from last fiscal year were recognized.

ALUMNI RELATIONS – Laura Moore, Director
Student Government – On October 4, Ms. Moore presented to Student Government the financial record keeping best practices used by the Alumni Association and Foundation.

Upcoming Events
• Walleye Night at Huntington Center – February 1, 2014

PROFESSIONAL DEVELOPMENT
Ms. Moore attended a “6 Steps to Creating a Written Fundraising Plan” Webinar sponsored by the Association of Fundraising Professionals on October 31 at Lourdes University.
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ENROLLMENT MANAGEMENT AND STUDENT SERVICES – Dr. Betsy Johnson, Vice President

On October 8, Dr. Johnson presented information about the process and applying for financial aid for the 2014-2015 aid year and an overview of different types of financial aid to over 70 students and parents at Springfield High School.

On October 25, Dr. Johnson attended the Ohio Chief Student Affairs Officers meeting in Columbus. Vice presidents from various community colleges discussed the Ohio Board of Regents’ Completion Plan, the potential changes to dual enrollment and the funding model. In addition, Amy Lukes, Program Coordinator, Ohio Program for Campus Safety and Mental Health, at Northeast Ohio Medical University was a guest speaker on college student mental health.

ADMISSIONS - Meghan Schmidbauer, Director

Adult and Community Outreach

Gary Walkowiak, Admissions Representative, participated in meetings with the Dean and Chair of the School of Business, Information and Health Support Technologies to finalize plans to attract students to the Arrowhead Park Learning Center. Mr. Walkowiak will market certificates in Web Design as well as Organizational Leadership to the Arrowhead business community and general adult student population.

Mr. Walkowiak and Ann Theis, Dean, School of Business, Information and Health Support Technologies, met with representatives from Northwestern Mutual Life along to discuss a potential partnership to attract interns interested in credit/non-credit courses at Owens.

Mr. Walkowiak represented the College at a special General Education Development graduation ceremony held on the Owens campus. The event was sponsored by The Educational Service Center of Lake Erie West and was attended by approximately 100 graduates and 500 friends and family members.

High School Recruitment

The fall travel season is nearing completion. Admissions representatives maintain regular office hours at Whitmer High School and Career Technology Center and Penta Career Center. Admissions Representatives Carolyn Eaton, Kari Morgan, Stefanie Orians and Kristen Rothfeld spoke with a total of 458 students at the following schools:

- Airport – 35 students
- Archbold High School – 1 student
- Bedford – 14 students (2 applications)
- Bowsher – 15 students (11 applications)
- Bryan High School – 2 students
- Columbus Grove – 4 students
- Eagle Learning Center – 8 students
- Eastwood High School – 12 students
Edgerton High School – (lunchroom) 9 students
Edon High School – 6 students
Ehove Career Center – 11 students
Elmwood – 9 students
Emmanuel Christian – 25 students
Fort Jennings – 4 students
Fostoria – 9 students
Four County Career Center – 20 students
Fremont Ross High School – 3 students
Gibsonburg High School – 11 students
Glass City Academy – 35 students (9 applications)
Hardin Northern – 2 students
Hilltop/Millcreek High School – 2 students
Horizon Science Academy – 15 students
Lakota – 2 students
Leipsic – 9 students
Liberty Center High School – 1 student
Montpelier High School – 7 students
New Riegel – 5 students
North Baltimore – 10 students
North Central High School – 2 students
Northwood High School – 15 students
Oak Harbor High School – 6 students
Otsego High School – 11 students
Penta Career Center – (24 applications)
Perrysburg High School – (lunchroom) 2 students
Pike-Delta-York High School – (lunchroom) 6 students
Seneca East – 1 student
St. Wendelin – 2 students
Start – 24 students
Stryker High School – 1 student
Tiffin Calvert – 3 students
Toledo Central Catholic – 15 students
Toledo School for the Arts – 2 students
Vanguard Technical Center – (lunchroom) 6 students
Waite – 18 students
Waldron – 6 students
Wauseon High School – 1 student
Whitmer – 24 students (10 applications)
Woodmore High School – 8 students
Woodward – 21 students (4 applications)

Recruitment Fairs and College Nights
Representatives have been present at fairs throughout Northwest Ohio and made contact with about 525 students, as follows:

10/1/2013 – Clay High School College Fair – 78 students
10/1/2013 – Lourdes College Fair – 18 students
10/2/2013 – Toledo Public Schools College Fair – 58 students
10/3/2013 – Northern Wood County College Fair (at Perrysburg High School) – 22 students
10/10/2013 – Penta Career Fair – 245 students
10/17/2013 – Monroe High School College Fair – 17 students
10/17/2013 – Tecumseh College Fair – 3 students
10/22/2013 – Whitmer College Fair – 24 students
10/29/2013 – Monroe Community College Fair – 60 students
Communication and Events
Jennifer Irelan, Manager, Enrollment Communications and Events, attended Finances 101 on October 15 at Bowling Green State University. The event had a participation of over 400 students involved in career center programs. There was no cost to participate, and representation results in a list of all students who attended, which can be used for strategic recruitment.

New Student Orientation
During the month of October, 136 students participated in New Student Orientation on the Toledo Campus and 57 students participated in the online New Student Orientation. On the Findlay Campus, 22 students attended two New Student Orientations, and three Explore Owens sessions were held and eight students and nine guests attended.

Findlay Campus
The Findlay Campus held its annual Guidance Counselor Update on October 15 with 24 guidance counselors from Hancock, Hardin, Putnam, Seneca, Wood and Wyandot Counties in attendance. Those present received updates from Student Services, the School of Nursing, the School of Health, Education & Human Services, and the School of Science, Technology, Engineering, and Mathematics.

ADVISING - Verne Walker, Director
The School of Science, Technology, Engineering and Mathematics invited the advisors to participate in “technology program boot camps”. Advisors met with program chairs and faculty to tour facilities, get hands-on experience and discuss program changes, challenges and opportunities for students. Programs covered included CAD Technology, Alternative Energy and Sustainable Systems, and Skilled Trades and Applied Engineering Programs.

On October 1, Findlay Campus advisors, academic chairs and administrators held a joint meeting to foster efficiency and student success. Questions were answered and processes were clarified, including early alerts, the Banner Relationship Management system, course substitutions, advising presentations to classes and the class schedule.

On October 10, Toledo and Findlay advisors participated in a free webinar about Transferology, the web interface that will replace Uselect in March 2014. The webinar explained the changes to the site, which will include more interactive features for students. Advisors currently use Uselect to assist students who plans to transfer from Owens to a four year university.

On October 25, Angie McGinnis, Manager, Advising (Findlay), participated in an environmental scanning session, during which the team performed a SWOT analysis of the Findlay Campus.

During October, Findlay Campus Advisors reached out either in person or by telephone to 20 full-time and adjunct faculty members. The goal of this outreach was to make instructors aware of the early alert program, the benefits of using early alert, how Advising handles alerts when an advising intervention is requested, and encourage use of the early alert system.

FINANCIAL AID - Donna Holubik, Director
For the 2013-2014 academic year, 16,871 applications for financial aid have been received and $38,911,626 in grants, loans, scholarships and Federal work study have been disbursed. Currently, 54 percent of students enrolled for fall 2013 are receiving financial aid.
INTERNATIONAL PROGRAMS – Elaine Shafer, Advisor
International Programs hosted an international student workshop for F-1 visa students. The goal was to target first-year F-1 students and serve as a post-orientation follow-up/retention strategy. Topics included a review of F-1 immigration basics, academic resources at Owens and advice on how to be a competitive applicant for a student worker position on campus.

The office is currently making appointments to discuss next semester classes and roughly 20 percent of continuing F-1 students have already registered. Approximately 100 deferred/new part-time and full-time applications have been received. Roughly 50 percent of those applicants are from Saudi Arabia and studying on the Saudi Arabian Culture Mission scholarship.

STUDENT LIFE - Christopher Giordano, Dean
ATHLETICS – Rudy Yovich, Director
The men's golf team has achieved a milestone in program history -- their first ever No. 1 ranking in the National Junior College Athletic Association D-II poll. The Express finished the fall season with six first place finishes and five consecutive championships.

On October 16 in conjunction with National Breast Cancer Awareness Month, the volleyball team hosted a “Dig Pink” match versus Cuyahoga Community College auctioning off the pink volleyball with all proceeds benefiting the Wounded Warrior Program.

The men's and women's basketball programs are both ranked in the top 10 following the release of the National Junior College Athletic Association D-II preseason poll.

STUDENT ACTIVITIES – Chris Giordano, Acting Director; Danielle Admire, Manager, Student Conduct
The Owens Nutrition Association, (four students/one advisor) attended the Academy of Dietetics Annual Food and Nutrition Conference & Expo in Houston, Texas, on October 19-22.

The Owens Outlook Student Newspaper (two students/one advisor) attended the College Media Association national conference in New Orleans, Louisiana, on October 24-27.

Student Government sponsored a Halloween Alternative on October 25 in the Student Health and Activities Center. Over 1200 participants were in attendance, including Owens students, faculty, staff and family members. Twelve student organizations each sponsored booths with child-friendly and interactive activities.

Student Activities sponsored Haider Hamza: Telling the Story of His Country on October 29 in the Audio/Visual Classroom Center. Mr. Hamza is a 24-year-old Iraqi journalist who covered the major events that occurred during the invasion of Iraq in 2003. Angela McGinnis, Manager, Advising (Findlay), hosted a group of students from Patrick Henry High School who attended the presentation.

PROFESSIONAL DEVELOPMENT
On October 7, Dr. Betsy Johnson, Vice President, Enrollment Management and Student Services, participated in the opening panel for the campus-wide Professional Development Days. Dr. Johnson also partnered with Jennifer Fehnrich, Executive Director, Government & Community Relations and Marketing, to present a session titled “Enrollment and Marketing Strategies.” This session provided historical information and the College’s path for the future.
STUDENT MENTAL HEALTH SERVICES
Lisa Sancrant, Director, attended the Ohio College Counselors meeting held at Mercy College on October 25.

ADVISING
Dr. Verne Walker, Director, Advising, and Angela McGinnis, Manager, Advising (Findlay), delivered two sessions entitled, “Academic Advising: What Can We Do for You!” during the College’s Professional Development Days. The session explored the definition of academic advising, the Early Alert system, the Advising syllabus, and feedback on how Advising was operating in the new model.

As part of professional development for Advising staff, two sessions were held to provide advisors with information about services on campus. On October 16, Jill Souza, Manager, ABLE, and Melanie Weil, Office Manager, ABLE, gave an update on the COMPASS Prep Course and how advisors can refer students to that program. On October 30, Krista Kiessling, Director, Service Learning and Civic Engagement, shared what civic ambassadors do and how Advising and the ambassadors can work together to support students.
OCTOBER 2013

WORKFORCE AND COMMUNITY SERVICES (WCS) – Brian Paskvan, Executive Director of Workforce and Training

WCS Toledo held 23 contract training events in October, for a total of 323 individuals, which included the following companies: Buckeye CableSystem, Canton Plumbers & Pipefitters, City of Maumee, Cincinnati Plumbers & Pipefitters, Cleveland Sheet Metal Workers, Great Lakes Contractors Association, Guardian Industries/Custom Glass Solutions, Kern-Liebers, Lowe’s, PBF Energy, ProMedica Health System, Toledo Tool & Die and Trainco Truck Driving.

Seven additional classes were held for local businesses in an open enrollment format, serving 74 students in October. These included Project Management, Effective Discipline, and Conflict Resolution. Participating companies included: AET Energy, Biofit, DB Schenker, Dentsply, Frozen Specialties, Hart, Inc., Mercy Health Care System, Perrysburg Schools, ProMedica, VitaKraft and WCoiil.

WCS Toledo delivered 37 open enrollment non-credit classes in October to a total of 250 students.

WCS corporate outreach includes a successful team building training for Kern-Liebers, Farmington Hills, Michigan and WCS is scheduled to provide additional training in late January for Kern-Liebers, McCarren, Texas.

WCS assisted 20 companies in applying for State of Ohio workforce training grants and are awaiting word from the State about whether the funds will be received.

WCS prepared a business plan designed to expand testing/assessment services. Collaboration between several area municipalities and WCS are establishing a law enforcement testing center with National Testing Network (Ergometrics) at the Arrowhead Park Learning Center with a pilot run of the testing system is planned for December. Potential participants in the testing project include the cities of Perrysburg, Sylvania and Oregon.

Select employees of Custom Glass Solutions (Division of Guardian) were provided written assessment services focusing on machine repair. The company is planning to use these test results to begin a training program focusing on areas where individuals scored lowest.

A new marketing initiative developed by WCS staff over the summer produced two additional successes. This month, over 30 people attended an orientation event for older members of the workforce seeking employment and over 70 people attended the Project Management and Supervisory Skills workshops. The Project Management participants have requested additional related training, which will be offered in November and December.

WCS is now utilizing Zoho, a highly-rated customer relationship management tool offered through Google, as a means of managing and increasing contract training sales effectiveness. The goal is for all WCS business communication to be recorded in Zoho to enhance business relationships. To date, 93 companies are entered into Zoho, along with 95 individual contacts. WCS staff members are making use of both the desktop and mobile app versions.
WCS delivered two grant-funded classes for persons over the age of fifty to 20 members of the Findlay-area community. The classes were sponsored by the Handbags That Help organization. Gary Corrigan, Sales Representative, is the project administrator.

WCS is working with Chrysler and the Consortium of Owens, Terra Community College, Northwest State Community College, University of Toledo and Davis College to market training to the Toledo Assembly Plant’s Tier One suppliers, the same program that the consortium delivered to more than 1400 new hires at the Jeep plant. There are approximately four to five Tier One suppliers that will be required to be at the same level as Chrysler in early 2015.

PROFESSIONAL DEVELOPMENT
WORKFORCE AND COMMUNITY SERVICES
Dave Siravo, Director of Sales, attended Senator Rob Portman’s presentation on education and workforce development. The focus of the meeting was on short term trainings that lead toward industry-recognized credentials and employment. With companies beginning to relocate jobs back from overseas and the large number of retirements taking place creating a skills gap, Ohio and the United States will need to increase training to meet the job demands.

Mr. Siravo has been assisting the School of Science, Technology, Engineering and Mathematics, by completing registrations for the Skilled Trades Technologies. Mr. Siravo is scheduling company visits to get apprentices registered for spring 2014 classes.

Brian Paskvan, Executive Director, Workforce and Training, attended the Bowling Green Chamber board meeting, the Manufacturing Day event held at Penta Career Center, the Morning Access Chamber breakfast, the Wood County board meeting and served on the search committee for the Executive Director of College Development.

OPEN POSITIONS REPORT

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<th>NEW POSITIONS</th>
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<td>Instructor, Caterpillar/Diesel Programs</td>
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<td>Assistant Coach, Women’s Softball</td>
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INSTITUTIONAL EFFECTIVENESS – Thomas Perin, Associate Vice President

Mr. Perin attended a strategy forum for the Higher Learning Commission’s Strategy Forum Design Team in Chicago on October 3-5.

Mr. Perin facilitated the annual fall meeting of the Ohio AQIP Coalition on October 24-25 and was a co-presenter on various topics (including strategy forums, action projects, systems portfolio updates, checkup visits and other accreditation compliance items) with Eric Martin, Vice President for Accreditation Relations, Higher Learning Commission (HLC). Currently the membership consists of 22 Ohio institutions that maintain their accreditation through AQIP criteria with HLC.

With the help of more than 70 team members, the 2013 Systems Portfolio, an HLC compliance requirement, was finalized. On October 30, Mr. Perin, President Bower and David Matheny, President, Owens Faculty Association/Assistant Professor, Transportation Technologies, officially submitted the College’s System Portfolio, which was due November 1. This completes nine months of comprehensive work and is Phase 1 of the second round of accreditation in the College’s AQIP pathway. This portfolio is the first of two that will be required during the seven-year cycle which runs until 2020.

During the College’s annual Professional Development Days, Mr. Perin presented on “Engaging the campus in student success” and an HLC Assessment Academy presentation that focused on updates of the teams progress. He also assisted Anne Fulkerson and Debra Rathke with their presentation on “Empowering Employees with Knowledge about the College.”
DATES TO REMEMBER
(changes/additions since November agenda indicated in bold italic)

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

2013

December 13  Last Day of Fall Semester Classes
December 13  Academic Recognition Breakfast and Honors Program ~ 8:30 a.m.
            (Audio/Visual Classroom Center 125-128)
December 13  Commencement ~ 6:30 p.m.
December 24-31 Holiday ~ College Closed

2014

January 1    Holiday ~ College Closed
January 13   First Day of Spring Semester Classes
January 20   Holiday ~ College Closed
February 4   Board of Trustees Meeting ~ 12:30 p.m.
February 14  Employee Recognition Breakfast ~ 9:00 to 11:00 a.m.
            (Student Health and Activities Center)
March 3-9    Spring Break ~ No Classes
March 4      Board Retreat
April 1      Board of Trustees Meeting ~ 12:30 p.m.
April 25     Outstanding Service Awards
April 30     All-Ohio Academic Team Luncheon ~ 11:00 a.m. (Columbus)
May 4        Last Day of Spring Semester Classes
May 6        Board of Trustees Meeting ~ 3:00 p.m.
May 9        Commencement
May 19       Summer Semester 10 Week/First 5 Week Classes Begin
May 26       Holiday ~ College Closed
May 29-30    OACC Annual Conference (Columbus)
June 2       Summer Semester 8 Week Classes Begin
DATES TO REMEMBER ~ continued

2014

June 10    Board of Trustees Meeting ~ 12:30 p.m. (Findlay Campus)
June 23    Summer Semester Last 5 Week Classes Begin
July 4      Holiday ~ College Closed
July 25     Last Day of Summer Semester Classes
August 18   First Day of Fall Semester Classes
August 30-  September 1  Holiday ~ College Closed
October 20-21  No Classes ~ College Open for Faculty/Staff Professional Development
November 11  Holiday ~ College Closed

November 26-30  Holiday ~ College Closed

December 5     Last Day of Fall Semester Classes
December 12    Commencement
December 24-31  Holiday ~ College Closed