



Board of Trustees Regular Meeting

June 11, 2013

Exhibit 19

Monthly Reports to the Board of Trustees:

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

Exhibit 3

Report on Open Positions

Exhibit 4

Trustees' Dates to Remember

Exhibit 18 ~ See Separate Attachment

Financial Statement for the period ending April 30, 2013

APRIL 2013

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

The E-Learning office confirmed exemptions, which enables the College to continue offering online education to residents of Missouri and Iowa.

On April 19, Mr. Karamol attended a meeting with representatives of Hicksville High School and the Owens Science and Math Departments to discuss blended course offerings via videoconferencing technology.

The School of Business requested assistance to utilize Pearson's My Marketing Lab building block specifically for the Business 102 course, which will enable the instructor to integrate the publisher's content directly into the Blackboard electronic course shell without requiring the student to access or login to another web site. The feature maximizes efficiency for the student's online coursework and may reduce technical issues. It is also possible to integrate grading functions between the Blackboard gradebook and the online publisher's (Pearson) assessments, assignments and surveys, thus decreasing the instructor's time for grading.

HONORS PROGRAM – *Russ Bodi, Director*

The third annual Honors Symposium was held on April 12. After opening remarks by President Bower, a medallion ceremony was performed for graduating honors scholars. The annual event showcases presentations from some of the College's best and brightest students. Faculty members served as session facilitators.

On April 16, representatives of the National Collegiate Honors Council (Dr. Lydia Daniel of Hillsborough Community College and Liza Lagman-Sperl of Wayne State University) visited the Toledo Campus to evaluate various aspects of the Honors Program. This visit was of tremendous importance in helping to identify current strengths and opportunities of the Honors Program.

SCHOOL OF ARTS AND SCIENCES

Michael Sander, Co-Interim Chair/Professor, Fine and Performing Arts, and Denise Grupp-Verbon, Adjunct Instructor, met with Sweetwater Audio Distribution to secure an internship site for future Music Business Technology students.

During the weekends of April 12-14 and 19-21, the Fine and Performing Arts Department presented the student production of *Noises Off* by Michael Frayn. The production was directed by Jeremy Meier, Co-Interim Chair/Assistant Professor, and featured performances by six current students and three former students. In addition, a dozen more students helped in construction of the set and in running the show from backstage. The impressive two-story, rotating set was designed and constructed by David Nelms, Adjunct Instructor. Rick Clever, Technical Director, also assisted with set construction and provided the sound design for the production. Nichole Newman, Adjunct Instructor, designed and created the costumes and Bianca Naves, Adjunct Instructor, served as properties master, keeping track of nearly 100 properties for the show.

On April 28, the Owens Concert Band performed under the direction of William Dais, Adjunct Instructor, Music, in the Center for Fine & Performing Arts Theatre. The band was recognized in the April edition of the Cherry St. Mission's "Voice of Compassion" newsletter for raising \$2,000 for the Mission during their March concert.

Carey Marten, Co-Interim Chair/Associate Professor, Fine and Performing Arts, facilitated the creation of several posters which were voted upon for one to be selected as the official poster for *Noises Off* student production and for the *Melodic Expressions* performing arts event. The respective poster designs were won by Jack Adamshick, Digital Design & Typography, and by Marissa Elliott, Electronic Page Layout.

Denise Grupp-Verbon, Adjunct Instructor, Music, and her music business class coordinated this semester's '*Melodic Expressions*' event, which showcased the Owens Voices Choir, Jazz Ensemble, Three Sopranos, Pop Ensemble, Concert Band and a faculty piano recital.

On April 19, Jerry King, Freelance Cartoonist, presented his work and talked about his very successful career and experiences as an artist. The lecture was attended by fifty people and coordinated by Kevin Schroeder, Co-Interim Chair/Professor, Fine and Performing Arts.

The Fine Arts, Commercial Art and Photography Programs had more than 75 students submit hundreds of entries to the annual Student Art Show held in the Walter E. Terhune Gallery with about 100 works chosen for display. The Fine Arts Program First Place was awarded to Ellen Koeberlein; Second Place was to Yang Wang; Third Place to Crystal Terry; and Honorable Mention to Jamie Fields. The Commercial Arts Program had a tie for First Place with Chantel Schwarck, *The Dead Boys*, and Vector Design and Micah Childress, *Training and Grooming*. Second Place was won by Barbara Stengle, *Folded Portfolio* and Third Place was won by Ben Snyder, *Scott Hansen Trading Cards*. The Photography Program First Place was awarded to Arthur Traxler; Second Place to Juliet Foraker and Third Place to Tabitha Adams.

The Walter E. Terhune Gallery hosted a Young Artist art show from April 9 to May 3, which displayed children's art on the gallery's outer wall. Child Care Center children and their parents attended the opening reception on April 18.

The Alpha Omega Pi chapter of the Phi Theta Kappa Honor Society held its annual Project Graduation event, and students collected non-perishable items and monetary donations for the Owens Harvest Food Pantry.

The inaugural induction ceremony for the Owens chapter of Gamma Theta Upsilon, the International Geographic Honor Society, was held on April 24. Owens is only the third community college in the United States to have a chapter of Gamma Theta Upsilon.

OWENS LEADERSHIP ACADEMY – *Kimberly Minke, Director and Professor, Social/Behavioral Sciences*

The two Owens Leadership Academy (OLA) teams had very different yet successful projects this year. Team Alliance held their "Plant the Seed" hunger awareness and education event on the Toledo Campus on March 21. More than 100 participants learned about food insecurity, self-help initiatives, sustainability, and available assistance and services. Team ReSOURCEfuls held their "grand reveal" at The Source on April 4 with more than 60 in attendance to showcase the facility improvements lending it a collegiate "Owens feel." In addition to these services for our students, both teams collaborated with student groups on campus for their projects -- a win-win for all!

The Academy graduation ceremony was held on April 19 for the nine members: Michelle Atkinson, Specialist, Learning Communities; Eileen Goodman, Success Mentor (Findlay Campus); Joann Gruner, Academic Chair, Food, Nutrition & Hospitality; Irene Jones, Assistant Chair, Nursing; Terry Katschke, Coordinator, Building/Construction Trades; Connie Konzen, Specialist, Testing Services; Ellen (Dana) Roof, Representative, Learning Community (Findlay Campus); Christine Shaal, Advisor, E-Services; and Willie Williams, Director, The Source Learning Center. These graduates join the 100+ Owens Leadership Academy alumni.

SCHOOL OF BUSINESS – *Ann Theis, Dean*

The Office Administration Program hosted the Office Administration Statewide meeting May 9 on the Findlay Campus. Attendees were office administration faculty and chairs representing approximately twelve Ohio two-year colleges. The theme "Are you Trendy" included a keynote by Elizabeth Harmon, Division Director, OfficeTeam. OfficeTeam is a Robert Half Company providing administrative professionals to companies of all sizes and industries. Ms. Harmon serves on the Office Administration Advisory Committee.

School of Business students and instructors, including students from OC⁴ (Owens Community College Computer Club) volunteered their time and effort to clean and refurbish over 100 donated computers to be sent to Haiti, Belize and Jamaica in May. Two students, including Outstanding Business Graduate Dan McCormick, are traveling to Jamaica in May to install the computers in 15 schools. These international outreach efforts are spearheaded by Andrew Timothy, Assistant Professor, Accounting, and the hands-on computer work was supervised and directed by Laura Schuster, Assistant Professor, Information Systems, and Brian Garza, Instructor, Information Systems.

On April 19, the School of Business collaborated with Great Lakes Credit Union to sponsor a free small business breakfast seminar focused on the newest small business funding method – crowdfunding. The primary presentation was made by David Seeger, President and Chief Executive Officer of Great Lakes Credit Union who is also an Owens alumnus and an Adjunct Instructor in the School of Business. Approximately 47 people attended the seminar, which was held on campus and coordinated by Jeff Hardesty, Professor of Business.

SCHOOL OF HEALTH SCIENCES – *Doug Mead, Dean*

Four second-year Physical Therapist Assistant students attended the Ohio Physical Therapy State Conference in Columbus on April 12-13. They formed the first team to represent the Owens Physical Therapy Assistant Program in *The Student Challenge*; a Jeopardy-style game in which eight teams from graduate physical therapy programs and four teams from physical therapy assistant programs in Ohio compete. Questions cover topics related to physical therapy diagnoses, treatment and professional laws and rules.

Susan Deutschman, Instructor, Cancer Information Management, volunteered to register participants for the American Cancer Society's Cancer Prevention Study – 3 (CPS-3) on April 16 at The University of Toledo. The American Cancer Society's Epidemiology Research Program's ultimate goal is to enroll at least 300,000 adult volunteers to help understand how to prevent cancer.

Eighteen Dental Hygiene students took the national Board Dental Hygiene Exam and all eighteen students passed for a 100 percent pass rate.

Sixteen Dental Hygiene students took the Northeast Regional Board Clinical Exam; and 14 students passed; an 88 percent pass rate. Two students will retake the exam.

SCHOOL OF NURSING - Dawn Wetmore, Dean

Medical Assisting Program

On April 5, Medical Assisting, held its pinning ceremony for 23 graduating students, which welcomed them into the profession of Medical Assisting.

Tiffany Smith, Medical Assisting student (Findlay Campus) was awarded the Mary Buckley Scholarship from the Ohio State Society of Medical Assistants. Ms. Smith is the first Owens Community College recipient of this scholarship.

Registered Nursing Program

The National Licensure (NCLEX- RN and NCLEX-PN) results were released for the first quarter of 2013 (January 1-March 31, 2013) for RN and PN students:

- Sixty-three Registered Nursing students took the exam and 62 students passed for a 98.41 percent pass rate. The national pass rate was 90.35 percent and the Ohio pass rate was 90.08 percent.
- Fifteen Practical Nursing Certificate students took the exam and 15 students passed for a 100 percent pass rate. The national pass rate was 84.15 percent and the Ohio pass rate was 83.48 percent.

Benjamin Irvine, Spring 2013 Graduate (Toledo Campus), received the Board of Trustees Certificate of Recognition for Exceptional Student Leadership and was also selected by the Nursing Program to receive the Dr. Peggy A. Bensman Nursing Honor Award.

Charity Delacruz, Spring 2013 Graduate (Findlay Campus) was selected by the Nursing Program to receive the Northwest Ohio Nurses Association's Student Leadership Award.

Donations in the form of supplies in excess of \$4,800 were given for the Human Patient Simulator Lab. The majority were outdated supplies from ProMedica Air and Mobile services, which can be utilized in the lab experiences as they are not used on live patients. These supplies will be shared between the Toledo Campus and Findlay Campus Human Patient Simulator Labs and the Skills Labs.

Ten students from the Toledo Campus and four students from the Findlay Campus were inducted into the Pi Chapter of Alpha Delta Nu National Association of Associate Degree Nursing at the Nursing Pinning Ceremony. The Toledo students focused their capstone project on recruitment of high school students, and the Findlay students taught basic hygienic practices to preschool children in the Findlay Child Care Center.

The Toledo Campus Student Nurses Organization is raising money to buy tympanic thermometers and first-aid kits for a mission trip to Guatemala sponsored by Maumee Rotary and St. Peter's Lutheran Church.

SCHOOL OF TECHNOLOGY – Randy Wharton, Dean

Terry Sherman, Coordinator, Skilled Trades Training (Findlay Campus), met with Jack Helmer, Vice President of Manufacturing, and Kyle Urban, Maintenance Manager, from Engineered Wire Products, Inc. (Upper Sandusky, Ohio) to discuss possible mechanical apprenticeships.

Owens hosted the state finals of the Ford/AAA Troubleshooting Contest at the Center for Emergency Preparedness. The top students from across the state competed for the chance to go to the national competition in Dearborn, Michigan.

The Ohio Board of Regents approved a Sheet Metal Trades Apprenticeship Pathway to an associate degree, which was championed by Terry Katschke, Coordinator, Building Construction Trades. This agreement provides a curriculum for sheet metal apprentices across the state to achieve an associate degree in their field. Owens partners with the sheet metal trades to grant credit for their apprenticeship training, and this pathway will encourage apprentices to apply this credit towards a state-approved degree program. Work is now underway to pursue this same arrangement with the carpentry trades.

On April 29, Mr. Wharton and Chris Foley, Associate Professor, Science Department, attended a legislative breakfast in Maumee that focused on finding solutions for hunger. Owens set up a display table to showcase the edible plants that students learn about in the Urban Agriculture and Sustainability Certificate. In attendance were Congresswoman Marcy Kaptur, State Senator Randy Gardner, State Representative Tim Brown, and numerous other public officials from the surrounding counties.

On April 30, Dr. Scott, Mr. Wharton and Tracy Campbell, Co-Interim Chair, Transportation Technologies, accepted a check from the Auto Dealers United for Kids (ADUK) in the amount of \$12,500 to be used for scholarships primarily for automotive students. This year the eligibility requirements for ADUK scholarships have been expanded to also include family members of the ADUK consortium in other academic programs at Owens.

ENROLLMENT SERVICES - *Dr. Betsy Johnson, Dean*

On April 10, Dr. Johnson presented to Penta High School juniors and their parents information about choosing a college, selecting a major/career, how to finance college and an explanation of the seven steps to college planning.

Financial Aid - *Donna Holubik, Director*

As of May 3, a total of 22,015 applications for financial aid have been received and \$86,496,440 in grants, loans, scholarships and federal work-study has been disbursed for the 2012-2013 academic year. A total of 8,300 applications for financial aid have been received and \$42,466,688 in grants, loans, scholarships and federal work study has been offered for the 2013-2014 academic year.

Financial Aid conducted campus forums April 23 in Toledo and April 24 in Findlay. More than 80 members of the Owens community received information regarding financial aid updates for the 2013-2014 academic year.

Admissions Office

Adult and Community Outreach

Gary Walkowiak, Admissions Representative, conducted four “Coffee Talk” information sessions at area restaurants resulting in 15 contacts seeking Owens information. These sessions occurred on April 3 (Bob Evans, Central Avenue, Toledo), April 5 (Café Marie, Dussel Drive, Maumee) April 8 (Bob Evans, Navarre Avenue, Toledo), and April 9 (Frisch’s, East Wooster, Bowling Green).

Mr. Walkowiak staffed an information center at the annual Welding Night Open House for the School of Technology on April 4 and received four interest cards. On April 22, Mr. Walkowiak attended the quarterly meeting of the Lake Erie Higher Education Consortium in his role as vice president to discuss opportunities for networking/education fairs for local business and industry. Mr. Walkowiak also attended the first meeting of the 50+ Initiative on April 26 as an advisory committee member representing Admissions to review strategies and goals. Mr. Walkowiak addressed 614 e-mails, fielded 327 phone inquiries and met with 76 individuals in the office seeking Admissions.

High School Recruitment

Admissions Representatives Kari Morgan and Kristen Rothfeld met with 80 prospective students during nine high school and career center visits. Ms. Rothfeld met with 54 students in the office and on-campus visits including the Clay High School Medical tour group on April 23. Ms. Moran and Ms. Rothfeld had a combined total of 210 points of contact with prospective students via email and telephone, as well as assisting 33 students register for the summer or fall semesters. Ms. Rothfeld attended five advisory committee meetings with the School of Technology. Ms. Morgan presented to four classes at the Penta Career Center and hosted 40 Penta seniors on April 26 for a full campus tour. She also attended two off-campus programs: The University of Toledo Finance 101 on April 10 and Penta Adult Education Fair on April 17.

Communications and Events

The Toledo Campus hosted Registration Rocks on April 8-12 and April 15-19. Over 200 high school seniors attended. The event included placement testing, new student orientation, a campus tour, group advising overview/session and registration assistance. There was also a parent workshop lead by Admissions and Oserve/Financial Aid staff with advice on how to support their children in college, information about how to best use the Oserve office and financing their child's education. Approximately 100 parents attended.

Jennifer Ireland, Manager, Enrollment Communication and Events, assisted with a Start High School recruitment event that yielded 85 recruits on April 23 and an Eagle Academy high school tour of 37 students on April 24.

Ms. Ireland led communication efforts to produce 2,175 automated e-mails to recruits and 57 e-mail responses/handlings to recruits and applicants. She sent 1,592 messages to encourage prospective adult students to take their next enrollment steps for summer semester and 1,284 messages to direct-from-high school students to take their next enrollment steps before graduation for fall semester. She also led the efforts of the Student Outreach Services and Blackboard Services Call Team in reaching out to 2,280 applicants and recruits, including direct-from-high school and adult students. In addition, on April 29 she was interviewed by radio talk show host Johnny Dee from WSPD/1370 promoting Owens Community College and steps students need to take to enroll.

Findlay Campus

In April, spring visits were concluded with Vanlue, Hopewell Loudon, Findlay and Fostoria high schools, and 46 prospective students made contact with an Admissions representative.

On April 4, Stefanie Orians, Admissions Representative, attended the Columbus Grove Post-Secondary Night. There were approximately 30 students and 30 parents in attendance. Those present learned about Post-Secondary Enrollment Options offered by Owens.

The Findlay Campus Registration Rocks was held on March 28, April 1 and April 10. A total of 28 students attended the event. While on campus, the students completed COMPASS tests, attended New Student Orientation and received registration assistance.

On April 11, Ms. Orians presented to a group of approximately 40 students and parents at Glenwood Middle School about preparing for college at the two-year and four-year level. Topics included choosing a major, selecting a college, how to pay for college and the admissions process.

Veterans Services - Yolanda Houle, Veteran Services Advisor

The annual Veteran student audit was conducted on April 17 by the State Approving Agency for Ohio. The audit report showed only minor discrepancies that required no follow up action.

Records - Juliette Quinonez, Registrar

On April 29, the Records Office, with the support of Information Technology Services, launched a new service to students called Proxy Access. This allows Owens students to authorize online access of his/her record to others, typically a parent or spouse. Proxy Access includes giving students the ability to set a pass-phrase, which their 'proxy' can use to call Owens and discuss certain pieces of the student's information. This new online service replaces a less efficient paper-based process.

Career Services – Nancy Sheets, Assistant Director

On April 5, Career Services, in partnership with 18 area colleges and universities, hosted the annual Collegiate Employ-Net Job Fair on the Toledo Campus. Eighty-six companies participated in the job fair offering full-time, part-time, internship, co-op and volunteer positions. Approximately 280 students, representing over 30 colleges and universities, attended.

International Programs and Services - Deborah Gavlik, Director

International visitor Dr. Ayubjon Yusupov, Vice Director of the Institute of Trade and the Economy in Tajikistan, was a guest at Owens during the first week of April. In addition to serving as a guest lecturer in a Personal Finance class, Dr. Yusupov presented lectures on April 2 and April 4 at the Findlay and Toledo Campuses, respectively. Dr. Yusupov spoke about the educational system in Tajikistan, the Soviet influence in Tajikistan, IMON International Bank, and micro-financing loans to women entrepreneurs.

Razia Sultan, international student from Pakistan who is studying at Owens through the Community Colleges Initiatives program, arranged for a Skype lecture on April 11 delivered by Professor Ronald Coon, C.P.A. with the Agakhan Economic Planning Board in Pakistan. The topic of the international exchange was forensic accounting. This topic is of concern to business professionals in developing countries where the use of credit cards is often mistrusted. Although technical problems prevented the entire lecture from being delivered, the effort was an important first step in establishing partnerships with government agencies and workers overseas.

The Community College Initiative Program

Eight students (two from Egypt, Indonesia and India and one from Brazil and Pakistan) concluded the academic portion of their experience and were recognized for their achievements at a ceremony on April 26. The purpose of the U.S. Department of State funded grant is to provide students from developing countries with the opportunity to study in the United States for one year. Students in the program receive educational and leadership opportunities, professional development, employment skills and exposure to American society.

PROFESSIONAL DEVELOPMENT

ACADEMIC SERVICES

Dr. Jacquelyn Jones, Director, Learning Center at The Source, and a member of the Monroe County cohort, received congratulations and recognition from Dr. Ron Opp, Coordinator, Higher Education Doctoral Program, The University of Toledo, for her successful defense of her dissertation titled *College Self-Efficacy and Campus Climate Perceptions as a Predictor of Academic Achievement in African American Males at Community Colleges in the State of Ohio*.

SCHOOL OF ARTS & SCIENCES

Kevin Schroeder, Professor, Fine & Performing Arts, drawings were displayed at an invitational figurative exhibition at *Gathered Gallery* in downtown Toledo.

Pamela Chibucos, Professor, Teacher Education and Human Services, was invited to participate in the Ohio Assessments for Educators' Standard Setting and Item Content Validation process on April 11-12 in Columbus. Approximately 350 educators from all grade levels and disciplines from around the state attended, and Ms. Chibucos reviewed the Assessment of Professional Knowledge: Early Childhood (PK-3).

SCHOOL OF BUSINESS

On April 9, Ann Theis, Dean, School of Business, attended the Northwest Ohio Regional Tech Prep meeting held at the Findlay Campus. A representative from the Ohio Board of Regents made a presentation on the proposed "College Credit Plus Program" which may impact participation and funding for dual enrollment options for high school students. On April 18 and 19, Ms. Theis attended the Ohio Administrators of Business Programs meeting at North Central State College. Topics of discussion included healthcare legislation impacts on adjunct instructional resources, strategies for program reduction to 60 hours as requested by the Ohio Board of Regents and an update on TAG and CTAG activity at the state level.

Barbara DiNardo, Professor, Business, is registered for the national Accreditation Council for Business Schools and Programs (ACBSP) meeting in Salt Lake City, Utah, June 20-24. ACBSP is the accrediting body of the School of Business and she serves as the School of Business representative and as a commissioner for ACBSP.

SCHOOL OF NURSING

April 25-28, Diane Morlock, Academic Program Chair, Heather Zisko, Instructor, Renee Wendt, Adjunct Instructor, attended the Ohio State Society of Medical Assistants annual conference. Ms. Morlock was honored as a past president of the state society.

SCHOOL OF TECHNOLOGY

Randy Haar, Instructor, Alternative Energy and Sustainable Systems Technology, and Dr. Mary Kaczinski, Professor, Environmental Health and Safety Technology, were selected to attend educator training courses this summer in Colorado sponsored by the Consortium for Education in Renewable Energy Technology. Mr. Haar will attend a course on photovoltaic systems and Dr. Kaczinski will attend a course on biofuels. The Consortium is underwriting the cost for their travel and training.

APRIL 2013

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

Ohio Association of Community Colleges - Funding Consultation – Mr. Satkowski attended the OACC Community College Funding Consultation meeting on April 17 in Columbus. The committee initiated its work by reviewing a number of performance funding models that have been implemented by a number of other states such as Tennessee, Indiana, Pennsylvania, Washington and others. The committee is studying best practices before developing the metrics for Ohio’s community college sector for the fiscal year 2015 formula. Two very important issues for a successful formula have been discussed which include: 1) simplicity and understanding the metrics for the attainment of outcomes; and 2) establishing a “base” for the first year that is fair for community colleges moving forward from that point.

Ohio Association of Community Colleges - Fiscal Officers – Mr. Satkowski attended the OACC fiscal officers meeting on April 12 in Columbus. The fiscal officers discussed the effect that the House version of the budget may have on higher education and the community college sector, including:

- Potential SSI recommendations for fiscal years 2014 and 2015
- Potential effect of a \$100 tuition cap for a full-time student
- Potential elimination of the Dual Enrollment and Post-Secondary Enrollment Options programs from the Governor’s proposal
- Potential SSI formula distribution including an additional \$8.1 million

Future of Toledo – Mr. Satkowski participated in the Future of Toledo meeting on April 18 to review the progress of the subcommittees that have been formed to establish an update to the strategic plan for the City of Toledo. The meeting included discussion on communication strategies to reach citizens attending summer events.

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

On April 16, Ms. Sabin and Michael McDonald, Associate Vice President, Operations, met with Brad Leigh, Executive Director, and Andrew Grant, Director, Business Operations, at Bowling Green State University for discussion on potential areas for collaboration such as software licensing, copy and mail services, and auxiliary functions.

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

The following activities were processed by Student Accounts as related to student refunds.

STUDENT ACCOUNTS	April 2013 Activity	April 2012 Comparison Activity
Student Refunds from Higher One	192 Refunds \$227,318	193 Refunds \$180,658
Year to Date Student Refunds from Higher One	\$45,786,531	\$60,049,859

The following activities were processed by Procurement as related to purchasing, receiving and invoices of materials, supplies and services for College operations.

PROCUREMENT	April 2013 Activity	April 2012 Comparison Activity
Payment Transactions, processed by Office of Procurement	178 processed \$291,165 Monthly Total	235 processed \$335,601 Monthly total
Payment Transactions, approved by Office of Procurement	235 approved	723 approved
Fiscal Year to Date PaymentNet Transaction Totals	\$8,762,889	\$9,350,887
Invoices paid (excludes travel)	1,119	1,475
Purchase Orders Issued	47 Banner 69 BuySmart 116	105
Receiving Reports Processed	52	260
Employee Reimbursements Processed	281	1,240
Fiscal Year To Date BuySmart Processing Total	<u>2012-2013 Activity</u> 821 Purchase Orders 954 Invoices (includes 496 electronic invoices)	NA

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

Articulation and Transfer Council - The first Articulation and Transfer Council Summit was held at Columbus State Community College on April 25 to discuss Student Information System (SIS) import initiatives. Demonstrations were presented by HIED (higher education) institutions who have automated the e-transcript process. The presentations included a variety of commonly used platforms throughout Ohio HIEDs. Owens is currently capable of importing e-transcripts from K-12 and HIED institutions. The e-transcript is a statewide initiative to enable transcripts to be sent, read and processed electronically by educational institutions.

Ohio Banner Users Group Annual Conference - Four ITS staff attended the annual one-day Ohio Banner Users Group conference in Columbus on April 29, which consisted of several break-out sessions. Randy Cole, Ohio Controlling Board President and Policy Advisor for the Ohio Office of Budget and Management, was guest speaker. Mr. Cole also met with the chief information officers to discuss the importance of statewide initiatives and collaborative efforts.

Luminis - The existing Ozone student portal will soon be replaced with a portal solution from Ellucian (formerly Sungard) called Luminis. (Ellucian is the provider for the College's Banner Enterprise Resource Planning software system that houses the College's integrated applications for the operations of the areas of Student Services, Business Affairs, Human Resources, Payroll, Foundation, etc.) The Luminis product includes integration components called channels, which can be used to expose real-time information to constituents based on their role at the College. ITS has been meeting with representatives from the various functional areas at the College to define the look and feel for each area in the portal. A series of college-wide communications will be sent prior to the launch.

Banner Relationship Management (BRM) - BRM is a communication tool designed to manage recruiting relationships with prospective students. BRM will track all the personal contact and intent information about a prospective student including their interests, curriculum, status and interaction notes. From this information, the Student Services area will create email and letter campaigns that can be automatically delivered at various points within the student recruitment process. The responses and results from these campaigns will be stored in a data warehouse for historical analysis to determine the success rate and future viability of each. BRM is designed to cover the entire lifecycle of a student so it supports retention efforts as well. Owens has established a BRM communication team, which will develop, approve and publish campaigns. The team has developed their first campaign in the test environment, and it is currently being evaluated for accuracy. The product is scheduled to go into production in May.

Otech - Otech provides refurbished desktop computers to enrolled Owens students who are without a computer. During 2013 spring semester, 125 refurbished desktop computers were distributed to current qualified students. These computers enable students to have convenient access to technology and assist them in their educational experience.

Otech is staffed by students studying in the field of information technology. The Otech co-op program enforces learning objectives from coursework by giving students the opportunity to gain hands-on knowledge of computer hardware and software, end-user support and community services while earning college credit. Otech co-op students diagnose, troubleshoot and clean hardware, install software, create support documentation, provide technical support and arrange the delivery and distribution of complete computers.

ITS Help Desk Employee Orientation Quick Guide - The guide is a Help Desk reference aid outlining commonly used technology by the College. This guide assists new and existing faculty and staff with their technology needs, including e-mail, wireless, mobile support, overview of services and support, ITS processes and policies, and links to helpful resources. Online access to the quick guide is at: <https://intranet.owens.edu/its/services.html>

OPERATIONS – *Michael McDonald, Associate Vice President*

FACILITY SERVICES – *Jim Mahaney, Director*

John Deere Lab Renovation - This project is complete and occupancy has been approved for use of training space beginning this summer.

Facility Services Building Roof Renovation - This project has been delayed due to weather conditions. The final roof repairs and replacement is expected to be completed by June 15.

Math Lab II Renovation - Bids were received on April 30 for the renovation of two classrooms adjacent to the current Math Lab on the second floor of the Transportation Technologies Building for the physical expansion of space for the Math Emporium program. The successful bidders were Willson Builders for the general contract, Complete Refrigeration for the mechanical contract and Westfield Electric for the electrical contract. This project is expected to begin June 11 and be completed for fall semester classes.

MRI Simulation Lab Renovation – Letterhead quotes were due on May 1 for the renovation of Bicentennial Hall Room 151 into a new laboratory for the Magnetic Resonance Imaging Program.

Heritage Hall Culinary Arts Center Renovation – Bids were received on April 16 for the renovation of the west end of Heritage Hall to create new kitchens, dining area and storage areas for the Culinary Arts Program. The successful bidder was Midwest Contracting for a single prime contract. This project is expected to begin May 21. Capital Planning has had meetings to prepare for soliciting requests for proposals for the culinary arts equipment and furniture.

Capital Planning has submitted requests for Controlling Board approval for the release of State capital funds for the following projects: Math Lab Renovations (\$79,574), MRI Simulation Laboratory Renovation (\$49,770.94) and Heritage Hall Culinary Arts Renovation (\$2,403,500).

Tracy Road Center - Capital Planning is reviewing space assignments for academic program expansions at the Tracy Road Center.

Energy Efficiency - As a result of Capital Planning's submittal for a utility rebate reimbursement for implemented energy efficiency measures, the College was awarded a \$120,307 rebate check from FirstEnergy.

CAMPUS RETAIL SERVICES – *David Wahr, Director*

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

The majority of activity for the bookstores during April focused on ordering textbooks for the summer semester. Mr. Wahr and Jennifer Artressia, Bookstore Supervisor, participated in webinar training on the use of Verba software, which will enable Bookstore staff and customers to compare textbook prices directly with on-line vendors. The software will be implemented for the summer semester, and other colleges that utilize this feature have experienced increases in sales and customer retention. Also, in preparation for the summer semester, Bookstore staff participated in training on e-books and physical inventory procedures.

Dining Services - In April, dining services catered 79 events serving 4,660 guests on the Toledo and Findlay Campuses, as compared to 120 events catered in April 2012.

Major catering events for April included Spring Fling on both campuses, the annual Outstanding Service Awards, the Board of Trustees Academic Excellence Scholarship Award Ceremony, and the Postsecondary Transition Expo.

STUDENT HEALTH AND ACTIVITIES CENTER AND FACILITIES RENTALS – *Danielle Tracy, Director*

Student Health and Activities Center (SHAC) - SHAC attendance for the month of April was 4,232; an average of 163 people per day. This is a five percent increase from April 2012. Spring cleaning has been completed in the facility, and the new identification entry scan system will be implemented in May for participants utilizing the SHAC facilities.

Facility Rentals - There were 357 events processed during April. Of these, 12 were external events that brought in \$1,475 of revenue. Major events that were hosted by the College included the collegiate job fair, Spring Fling, Outstanding Service Awards, Owens volleyball tournament, Ohio Department of Agriculture pesticide exam, and the U.S. Junior Nationals basketball tournament.

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

WCS delivered contract training for the following 26 companies and organizations and trained 1,170 participants: All Pro Elevators, Akron Plumbers and Pipefitters, Argo-Hytos (Energizing Careers Grant), Buckeye CableSystem, Canton Plumbers, Cauffiel Corporation, Cleveland Plumbers, Cleveland Sheet Metal Workers, Cincinnati Plumbers and Pipefitters, Cincinnati Sheet Metal Workers, Columbus Plumbers and Pipefitters, Connect Ohio, GKN Driveline (Incumbent Worker Training Grant), Global Corporate College for White Castle Restaurants, Great Lakes Contractors Association, Marietta Plumbers and Pipefitters, Norwalk Plumbers and Pipefitters, Ohio EPA, Principle Business Enterprises (Incumbent Worker Training Grant), ProMedica Health Systems, RK Industries (Energizing Careers Grant), Mobis Inc., PBF Energy, Pro-Pak Industries, Youth Customer Service and Youngstown Sheet Metal Union.

WCS presented 40 continuing education (brochure) classes in April with a total of 247 participants. The highlights include Administrative Professionals Day (46), Motorcycle Ohio (88), Local Anesthesia for Dental Hygienists (12), Stained Glass Butterfly (12) and 50+ Job Readiness/Computer Skills (12).

The Northwest Ohio Resource Center grant will not be renewed for next year due to the State's restructuring of the resource centers.

Dave Siravo, Director of Sales, and Dr. Paskvan attended the Jobs Ohio and Workforce Summit sponsored by Senator Portman in Columbus. Mr. Siravo served as a panel discussion member. The Senator brought business and education leaders together to discuss the processes for business development that are working, those that are not working, what could be done differently and how to assist in formulating a plan for revitalizing the workforce and economy in Ohio. There was representation from the entire state on the panel. Owens and First Solar represented Northwest Ohio.

Mr. Siravo attended the Ohio State Apprenticeship Council meeting in Columbus. The Council governs all aspects of apprenticeship to ensure Ohio and the Department of Labor policies are being followed and to conduct action for setting policy. Mr. Siravo is a public member of the Council appointed by the Governor.

Following a year of discussion and preparation, the training for the expansion project at Chrysler's Toledo Assembly Complex is underway. WCS and the University of Toledo are co-leads for the five colleges delivering worker training. Owens will be a training site Chrysler through August. To date approximately 150 of the 1,500 new hires have been trained.

Mr. Siravo, Dr. Paskvan and the Findlay Campus staff demonstrated the current technology capabilities of the virtual welder for Congressman Jordan. The virtual technology allows students to train in a simulated environment and to refine their welding skills.

The first Plus 50 Advisory Council meeting was held on April 26. The Council serves the Plus 50 group that represents one third of the population of Lucas, Wood and Hancock Counties. Currently the partnership with Experience Works has added major support with almost 200 people attending Plus 50 orientations and given opportunities for training. Other sources of funding, such as \$10,000 from Hand Bags that Help in Hancock County and \$2,500 from Wal-Mart, are contributing to the growth of the program.

In partnership with the School of Technology, WCS continued Train the Trainer workshops for several instructors on FANUC Robotics Technology. The trainers will eventually deliver non-credit and credit courses utilizing the FANUC equipment housed at the School of Technology.

Carl Dettmer, Director, Program Development, presented to the audience of 60 community members who attended the Women's Entrepreneurial Network in Maumee. As a result of the presentation, Mr. Dettmer recruited four potential training professionals who may assist with non-credit corporate and community training programs.

WCS provided home energy efficiency training sessions for Wood County seniors at senior centers in Bowling Green, Perrysburg and Rossford. This training was grant is funded by the Ohio Environmental Protection Agency Office of Environmental Education. The class provided techniques to lower home energy costs through environmentally conscience activities.

PROFESSIONAL DEVELOPMENT

PUBLIC SAFETY DEPARTMENT

Police Officers trained at no cost with the Northern Regional SWAT teach at the Owens Center for Emergency Preparedness; attended the "Sovereign Citizens – Understanding the Threat" Homeland Security Conference at the Audio/Visual Classroom Center, and participated in an online webinar on tactical medicine.

WORKFORCE AND COMMUNITY SERVICES

Gary Corrigan, Market Analyst, presented on "The Value of External and Community Support of Plus 50 Initiatives" at the American Association of Community Colleges Plus 50 Conference in California.

Laura Moore
Interim Executive Director of College Development
Interim Executive Director of the Foundation

Board of Trustees
June 11, 2013
EXHIBIT NO. 19C

APRIL 2013

FUNDRAISING – *Laura Moore, Interim Executive Director*

Fundraising Update – As of the end of April, the Foundation has raised \$675,355 in gifts and pledges during the current fiscal year. During this same time period, the Foundation has awarded \$197,870 to students for scholarships and \$372,058 to the College for program support.

Foundation Scholarships – Regina Silletti, Professor, Social/Behavioral Sciences, and her husband, Harry, have established a new scholarship fund, and the first award will be made in the Fall. Thank you Regina and Harry! The Toledo Automobile Dealers Association is in the midst of reworking the criteria for their scholarship and has committed to adding an additional \$50,000 over the next four years to their endowment fund, which will bring the total to over \$118,300.

Raisers Edge Software – Information pertaining to the College's donors and graduates continues to be added to Raisers Edge. Two recent finder services were conducted. Phone Finder updated/verified phone numbers for 11,410 records, and Cell Phone Finder added cell phone numbers to 6,712 records.

ALUMNI RELATIONS – *Laura Moore, Director*

Outstanding Service Awards Celebration

Area residents were honored to receive the 10th annual Outstanding Service Awards on April 26 for their tremendous contributions to Northwest Ohio's surrounding communities.

The recipient of the Outstanding Firefighter Award was A.J. Green of Gibsonburg (Firefighter, Lindsey Volunteer Fire Department). Mr. Green was nominated by Barbara Aldrich for putting his life at risk to save the lives of fellow bus passengers during a multiple vehicle accident.

Joseph Camerato of Port Clinton (Lieutenant, Toledo Fire and Rescue Department), Jared Davis of Sylvania (Firefighter/Paramedic, Toledo Fire and Rescue Department), Rachel Doran of Toledo (Firefighter, Toledo Fire and Rescue Department), Jason Hart of Toledo (Firefighter/Paramedic, Toledo Fire and Rescue Department), Christopher Mrkva of Lambertville, (Firefighter, Toledo Fire and Rescue Department), Claudia Rodriguez of Millbury (Firefighter/Paramedic, Toledo Fire and Rescue Department) and Robert Thomas of Toledo (Firefighter, Toledo Fire and Rescue Department) were named the Outstanding Emergency Medical Technician Award recipients. They were nominated by Toledo Fire and Rescue Department Medal Ceremony Committee for their outstanding efforts in saving the life of another person.

Keith Loreno of Gibsonburg (Fire Chief, Fostoria Fire Department) was the recipient of the Outstanding Service to the Community Award. Mr. Loreno was nominated by Allyson Murray, Fostoria Safety Service Director, for his endless dedication and leadership to his community and the safety forces field.

John Farley of Berkey (Communications Support Volunteer, Richfield Township Fire Department) was named the Community Spirit Award recipient. Mr. Farley was nominated by Richfield Township

Fire Department Fire Chief Ronald Tate for exemplifying community spirit through his tremendous contributions to the community and the region.

Detective Keith Dressel Memorial Scholarship Award – Taylor Beck has been chosen to receive a \$1,253 Detective Keith Dressel Memorial Scholarship for the upcoming 2013-2014 academic year. Ms. Beck is a full-time Owens student, having enrolled as a criminal justice major in the fall of 2012, and a graduate of Genoa High School. For several years, Ms. Beck has actively worked to be a positive influence in her community, including organizing a fundraiser which raised \$5,000 to assist with medical bills for a cancer patient; starting a church drive to assemble and send care packages to military men and women deployed overseas in Kuwait; and organizing a collection of mittens, gloves and hats for the Cherry Street Mission Ministries.

Commencement – More than 740 students received their degrees at the 47th Annual Spring Commencement ceremony held on May 3. Matt Feasel, Alumni Association President, welcomed the graduates into the Alumni family during the celebration, and Robert LaClair, President and Chief Executive Officer of Fifth Third Bank (Northwest Ohio), served as the keynote speaker.

Upcoming Events

- Annual Meeting at Fifth Third Field – August 3, 2013
- Golf Classic – September 23, 2013
- Foundation Annual Meeting – October 24, 2013

APRIL 2013

**GOVERNMENT & COMMUNITY RELATIONS AND MARKETING – *Jennifer Fehnrich,*
*Executive Director***

GOVERNMENT RELATIONS - FEDERAL

Fiscal Year 2013 Funding – Education received level funding for fiscal year 2013; however, sequestration caused a one-time across the board five percent reduction due to the lack of agreement between the White House and Congress to reach a deficit reduction plan. Pell grants were exempted for the first year only. The sequestration process does not impact the budget for only one year, but the budget will not see any additional across the board reductions. Instead, sequestration will place spending caps for fiscal years 2014 through 2022, which will likely have additional adverse implications for community colleges.

Fiscal Year 2014 Budgets – Fiscal year 2014 runs from October 1, 2013, through September 30, 2014. President Obama released his fiscal year 2014 budget proposal on April 10. The proposal would essentially turn the sequestration process off and replace it with revenue increases and spending cuts, including entitlement spending cuts. The \$8 billion Community College to Career Fund that first appeared in the fiscal year 2013 budget proposal was introduced once again and Pell Grant funding was maintained with a maximum increase to \$5,785. The House introduced its version in March in advance of the President’s budget proposal. As expected, the House version includes major cuts to spending and would eliminate the mandatory portion of Pell Grants, which would eliminate increases and freeze maximum award amounts for a decade. Lastly, the Senate version also replaces the sequestration with revenue increases and spending cuts that are much less severe than in the House budget. The Senate version would preserve mandatory Pell Grant funds.

Pell Grant Funding – Fortunately, the fiscal year 2013 Pell Grant program ended up with an increase in the amount of \$95 to a maximum award amount of \$5,645. The program is anticipated to end the fiscal year with a cumulative surplus. Funding costs for the Pell continue to drop, partially due to the decline in enrollments across the nation.

Student Loan Interest Rates – Colleges are once again facing a dramatic increase in the interest rates for subsidized Stafford loans to 6.8 percent up from the current rate of 3.4 percent. This will take effect on July 1 unless Congress acts. There was a one year extension last spring. Community college students represent only about 8 or 9 percent of all Stafford loans because of the low tuition. The House and Senate are working to maintain the 3.4 percent interest rate but have differing approaches. House legislation (H.R. 1911) proposes a variable rate structure that would fluctuate annually. The Senate (S. 953) introduced legislation that would extend the current rate for two years and pay for it through non-education tax provisions. Democrats in the Senate have expressed that the House bill is too expensive for students with a variable rate structure. Republicans in the House indicate that it is important to look at the issue in the long term and believe a tax provision is a short term solution. Both sides have legitimate arguments and a heated political debate on this issue is anticipated in the coming weeks. The positive aspect is that both sides are trying to accomplish the goal of maintaining interest rates at 3.4 percent.

GOVERNMENT RELATIONS - STATE

The fiscal year 2014-2015 state operating budget is making its way through the legislative process. House Bill 59 was passed in the House primarily along party lines (61-35). Of note, three Democrats voted with Republicans in favor of the bill and one Republican voted with the majority of Democrats in opposition. Following is a summary of key provisions and additional items that were included in the House-passed version of HB 59.

- *SSI Performance Based Formula* – retains the 50 percent enrollment, 25 percent success points and 25 percent completion formula.
- *SSI Bridge Fund* – creates the State Share of Instruction bridge fund to provide supplemental funding of \$8.1 million in fiscal year 2014 to hold campuses harmless in the first year of the transition to the new funding formula. Approximately \$2 million of this amount will come to community colleges.
- *Tuition Cap* – no revisions were included regarding tuition caps and the “as introduced” language of 2 percent or (\$100) remains.
- *Ohio College Opportunity Grant (OCOG)* – provides an additional \$1,157,790 per year in OCOG funding to assist students attending proprietary schools. This does not assist efforts to obtain funding in the OCOG program for community college students. The Ohio Association of Community Colleges offered an amendment that would help community college students receive some state need-based aid through OCOG, but the amendment did not carry.

Meanwhile, the budget bill is now in the Senate Finance subcommittees and it is anticipated that a sub-bill containing Senate’s amendments will be release in late May or the first week of June.

INSTITUTIONAL EFFECTIVENESS – *Thomas Perin, Associate Vice President*

Mr. Perin attended and presented at the Higher Learning Commission’s Annual Conference in Chicago, Illinois, April 5-10. Mr. Perin also facilitated the Ohio Academic Quality Improvement Program (AQIP) Coalition semi-annual meeting that was held during the HLC annual conference with Ohio Board of Regents staff.

AQIP Awareness tables were set up for the annual Spring Flings held April 16 on the Findlay Campus and April 23 on the Toledo Campus and staffed by Mr. Perin, Dr. Betsy Johnson, Dean of Enrollment Services, Dr. Renay Scott, Vice President/Provost, Denise Smith, Vice Provost, Academic Services and Gail McCain, Library Manager (Findlay). The tables were visited by more than 200 students, faculty and staff. This type of communication assists with AQIP accreditation requirement.

The AQIP Awards recognizing excellence have been bestowed upon the following two areas for the Spring Semester: The Math Emporium under the guidance of Dr. James Perry, Associate Professor, Math, and to Debra Green, Senior Administrative Coordinator, College Development, and Jason Stokes, Applications Systems Analyst, for their implementation of the Raiser’s Edge fund-raising software. Each group received a traveling AQIP Award trophy to display in their respective areas. In addition, the recipients’ achievements and photographs are displayed on bulletin boards throughout the College.

REPORT ON OPEN POSITIONS

NEW POSITIONS	CAMPUS	STATUS
Instructor, Caterpillar/Diesel Programs	T	Interviewing
REPLACEMENT POSITIONS	CAMPUS	STATUS
Advisor (Internal Search Only)	T	Interviewing
Advisor, Career/Undecided Advising (Internal Search Only)	T	Interviewing
Advisor, Lead	T	Interviewing
Advisor, Post-Secondary Enrollment Options (PSEO)/ Dual Enrollment Programs (Internal Search Only)	T	Interviewing
Advisor, Transfer	T	Interviewing
Instructor, Landscape and Turf Urban Agriculture Program	T	Recommended for hire; Matthew Ross
Instructor, Massage Therapy (Internal Search Only)	T	Interviewing
Instructor, Sonography (Internal Search Only)	T	Interviewing
Instructor, Surgical Technology		Interviewing
Manager, Communications, Humanities, and English	T	Recommended for hire; Brenna Dugan
Specialist, Telecommunications/ID Systems (Internal Search Only)	T/F	Interviewing

DATES TO REMEMBER

(changes/additions since April 30 agenda indicated in bold italic)

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

2013

June 14	College Closed ~ Compressed Work Week
June 20	Summer First 5 Week Classes End
June 21	College Closed ~ Compressed Work Week
June 24	Summer Last 5 Week Classes Begin
June 28	College Closed ~ Compressed Work Week
July 4	Holiday ~ College Closed
July 5	College Closed ~ Compressed Work Week
July 25	Summer 8, 10 and Last 5 Week Classes End
August 6	Board of Trustees Meeting ~ 12:30 p.m.
August 19	First Day of Fall Semester
August 31- September 2	Holiday ~ College Closed
September 10	Board of Trustees Meeting ~ 12:30 p.m.
October 2-5	ACCT Annual Leadership Congress (Seattle)
October 4	Ohio Ethics Commission Training ~ 10:00 a.m. to 12 noon (Audio/Visual Classroom Center, Room 125-128)
October 7-8	No Classes ~ College Open for Faculty/Staff Professional Development
November 11	Holiday ~ College Closed
November 12	Board of Trustees Meeting ~ 12:30 p.m. (Findlay Campus)
November 27- December 1	Holiday ~ College Closed
December 10	Board of Trustees Meeting ~ 12:30 p.m.
December 13	Last Day of Fall Semester
December 13	Commencement
December 22-31	Holiday ~ College Closed

DATES TO REMEMBER ~ *continued*

2014

January 1	Holiday ~ College Closed
January 6	First Day of Spring Semester
January 13	First Day of Spring Semester
January 20	Holiday ~ College Closed
February 4	Board of Trustees Meeting ~ 12:30 p.m.
February 10-13	ACCT National Legislative Summit (Washington DC)
March 3-9	Spring Break ~ No Classes
April 1	Board of Trustees Meeting ~ 12:30 p.m.
May 4	Last Day of Spring Classes
May 6	Board of Trustees Meeting ~ 3:00 p.m.
May 9	Commencement
May 19	Summer 10 Week/First 5 Week Classes Begin
May 26	Holiday ~ College Closed
June 2	Summer 8 Week Classes Begin
June 10	Board of Trustees Meeting ~ 12:30 p.m. (Findlay Campus)
June 23	Summer Last 5 Week Classes Begin
July 4	Holiday ~ College Closed