

Steve Robinson
Provost/Vice President, Academic Affairs and
Chief Academic Officer

Board of Trustees
November 1, 2016
EXHIBIT NO. 12A

AUGUST & SEPTEMBER 2016

SCHOOL OF BUSINESS, INFORMATION, AND PUBLIC SERVICE – *Ann Theis, Dean*

Sarah Shouhayib, WTOL Channel 11 News, conducted a live remote broadcast from the Center for Emergency Preparedness on August 12. The purpose of the broadcast was public safety response to active school shooters.

The Department of Criminal Justice and Emergency Services hosted the Ohio Peace Officers Training Academy (OPOTA) Continued Professional Training program in the Center of Fine and Performing Arts. The mandatory training meets the Ohio Attorney General's new training standards for all police officers in the state of Ohio.

The American Culinary Federation approved the College's Culinary Arts Center as a practical exam test site. Professional culinarians interested in earning their initial certification or advancing levels will be able to complete the practical bench test at the College. Kelly Wolfe, Assistant Professor, Food, Nutrition and Hospitality, facilitated the application process.

Walt Churchill's Market's Manager Justin Glover and Chef Bill Kohloff participated in a September 28 culinary arts student presentation, which included the history of the market, use of local purveyors, fresh ingredients and wholesome foods, sustainability practices and career opportunities.

SCHOOL OF LIBERAL ARTS – *Michele Johnson, Dean*

The Department of Teacher Education & Human Services partnered with Educare Early Childcare Centers in Toledo. An Owens education course is being taught onsite at Educare Academy to better accommodate the early childhood teachers. Two courses will be offered next spring.

Kathy Danko-McGhee, Chair, Teacher Education & Human Services, has been appointed to serve on the Early Head Start Governance Committee. The committee provides detailed oversight for all required aspects of Early Head Start Governance, including policy development, fiscal oversight and recommendations to the Executive Committee of the Lucas County Family and Children First Council.

Kimberly Minke, Professor, Social and Behavioral Sciences, is serving as the secretary to the Leadership Toledo Board of Trustees for the 2016-2017 program year.

SCHOOL OF NURSING AND HEALTH PROFESSIONS – *Cathy Ford, Dean*

The Dean and Chairs of the School of Nursing and Health Professions toured the Brown Mackie College Findlay with respect to options for health programs in Findlay.

Beth Tronolone, Chair, Dental Hygiene, provided dental cleanings at the Mercy Senior Wellness Center in Toledo. Three second-year dental hygiene students provided oral health education and encouraged the seniors to book appointments. This project was made possible by the Delta Dental Foundation Brighter Futures Community Grant. The \$5,000 grant enabled the Dental Hygiene Department to purchase a mobile dental unit, dental chair and operator stool. The program will run each semester.

**SCHOOL OF SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS (STEM) –
*Glenn Rettig, Dean***

Mr. Rettig and Tracy Campbell, Chair, Transportation Technologies, participated in a September 14 web conference for college administrators with John Deere Technology programs. It was announced that Owens has the highest retention rate of all the sixteen U.S. and five Canadian colleges at 97 percent. Thank you to the Faculty, staff, and advisors who work with these students.

The School of STEM's Alternative Energy program participated in Bowling Green's "STEM in the Park" on September 24. The event featured science, technology, engineering and mathematics interactive displays and activities created by community partners, local businesses, and area universities to engage children of all ages in STEM fields. Randy Haar, Instructor, Alternative Energy-Photovoltaic Technology, demonstrated the use of photovoltaic panels to power small pumps. Also in attendance were Mary Kaczinski, Professor, Design Technologies; Anne Bullerjahn, Professor, Science; Jerry Schermerhorn, Adjunct Faculty, Science; and student volunteers Thomas Hodgden, Craig Bashor, and Stephanie Ashley (who also works at Owens as an Applications Systems Analyst).

LIBRARY SERVICES – *Tom Sink, Director*

The OhioLINK Library Advisory Council Coordinating Committee invited Mr. Sink, as representative of two-year college libraries, to serve on a special task force charged with recommending a new committee structure for OhioLINK, which is more efficient, more proactive in new ideas/trends, and will facilitate better communication throughout the membership. A review of the current committee structure found it to be outdated with overlapping responsibilities and laden with communication problems. Other members are from the Libraries of Ohio State University, Ohio University, Bowling Green State University, University of Dayton, and Kent State University, with cooperation from the Executive Director of OhioLINK. The Ohio Library Information Network (OhioLINK) is a state-funded consortium, within the Ohio Department of Higher Education, which provides cost-effective electronic resources and coordination of access to its membership of 121 academic libraries.

The Fall Art Expo at the Findlay Campus Library features art work by Rebecca Romick, a graduate of Findlay College and her work is in private and corporate collections in the United States and Europe. Ms. Romick has a studio in Findlay and has served on the Board of Directors of the Findlay Area Arts Council. Linked to abstract expressionism and bright and colorful acrylic on canvas, her series of paintings are inspired by the short Victorian poem *Invictus* by English poet William Ernest Henley. An October 13 artist reception was open to the community. The Expo will close on December 4.

ACADEMIC AFFAIRS – *Denise Smith, Associate Vice President*

e-LEARNING – *Mark Karamol, Director*

As result of an approved e-Learning Committee proposal, GoReact Software As Service was implemented for American Sign Language courses and a limited number of online English and Speech courses. GoReact allows students to post self-recorded videos and receive instructor feedback.

CENTER FOR EXPERIENTIAL AND COMMUNITY ENGAGED LEARNING –

Krista Kiessling, Director

The Harvest Food Pantry served 248 people during the month of August and 302 people during the month of September. The Community Garden season is coming to an end, but potatoes, herbs and greens will be harvested through October.

The college-preparedness Jumpstart summer program resulted in a 100 percent increase in test scores; therefore, the students progressed in at least one of their target subjects. Students completed their entire workbooks in Math and Reading and Language Arts.

In August, 14 Civic Ambassadors were placed in 45 classes to offer mentoring/retention support to approximately 700 students throughout the Fall Semester 2016.

Ms. Kiessling attended the August 2 Ohio Association of Community Colleges Americorps Completion Coaches Supervisor Luncheon. Owens is hosting two College Completion Coaches, JoAnn Borer and Lori Deshetler, for the 2016/2017 Academic year.

The Service Scholars Program was launched in partnership with the Honors Program and eight students were accepted for Service Scholar recognition.

The College hosted the Engagement Fair on September 1 with 25 community partners, such as United Way of Greater Toledo, Serenity Farms Inc., Metroparks of the Toledo Area, Hospice of Northwest Ohio and Imagination Station.

The Center hosted Hailey Guyette, Fellow for the Campus Election Engagement Project, (Campus Compact) to register voters at assigned sites on campus and in assigned courses.

UPWARD BOUND – *Heath Huber, Director*

The program is serving 52 students for the 2016-2017 academic year; the majority (90 percent) are both low-income and first-generation students. Sixteen students graduated in 2016, and the program is on track to serve up to 60 students for the 2016-2017 academic year.

Tutoring is held on Mondays and Wednesdays at Rogers High School and on Tuesdays and Thursdays at Woodward High School. “Table Talks” have been instituted during tutoring sessions which consist of brief mini-lessons focusing on ACT prep and other instructional topics.

Individual meetings are in progress with each student to develop Student Success Plans.

The Upward Bound staff met with Toledo Public Schools Faculty and Staff to re-acquaint them with the grant-funded Upward Bound program and to secure programing resources.

High school senior meetings were held with the Class of 2017 students and focused on the college application process. A senior parent reception was held to educate parents on the tasks their students will be completing this year.

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

In August and September, WCS provided 58 contract training programs serving a total of 901 participants. Companies served: Cincinnati Plumbers & Pipefitters, Toledo Iron Workers, Toledo Sheet Metal, Whirlpool, City of Toledo, Great Lakes Construction Alliance, Calphalon, Norplas, Cooper Tire, Johns Manville, K Trucking, Materion, Marathon, National Testing Network, ProMedica, Tireman, FABCO Inc. and a consortium of fire and police departments.

WCS delivered 52 open enrollment, non-credit classes in August and September, serving a total of 361 students. Highlights included: real estate, Microsoft excel, conceal & carry weapons class, pharmacy technician, phlebotomy, flooded decorative cookies, motorcycle Ohio, cardio cross training and ceramics wheel throwing class.

Work continued on production of training videos for O-I Corporation in August and September. As September ended, two more training videos were completed and two more were nearing completion.

O-I has agreed to provide a testimonial that WCS can use to share with other companies the services available for production of training videos.

In August, Carl Dettmer, Director of Program Development, served as a panelist and presenter for two manufacturer roundtable events, sponsored by Gilmore Jasion and Mahler, on the themes of employee engagement and how social media can be used to increase employee engagement with the organization, customers, and the community. Events were held at the Pinnacle in Maumee and the Findlay Country Club.

Mr. Dettmer met with Dawn Robinson, Probation Officer and Workforce Specialist for the U.S. Pretrial Services and Probation Office, and Dan Rogers, CEO, Cherry Street Ministries, to explore potential initiatives that enhance the ability of returning citizens to enter the workforce with high value to local employers.

Arrangements were finalized for a presentation in October by the U.S. Department of Homeland Security Center for Domestic Preparedness. The half-day workshop for 130 participants will help people who respond to environmental incidents to detect possible homemade explosives and follow proper procedures when such explosives may be present.

Discussions have expanded in regard to potential training initiatives for individuals from Pakistan and other countries. Dr. Anwer Ali of Sister Cities International coordinated a visit by Dr. Kauser, who oversees more than 200 hospitals in Pakistan, to discuss potential disaster preparedness for emergency responders, next July 2017. Dr. Kauser's visit included a complete tour of the Center for Emergency Preparedness.

Mr. Dettmer toured the new headquarters of The Andersons, Monclova Township. The visit provided an opportunity to see the company's state-of-the-art training facilities and brief discussions with members of the company's training team and rail division.

Discussions began with New Horizons Computer Learning Centers of Livonia, Michigan, on potential ways to increase access for Northwest Ohioans to high-end, high-job-demand training in information technology (programming, database administration, and a variety of other possibilities). The School of Business is being asked to work with WCS to explore options that would serve the community best.

Chef James Jacobs, a graduate of the Owens Culinary Program, was introduced to two local companies that utilize WCS and the Culinary Program to provide Healthy Cooking classes for their employees. The same two companies are also working with WCS to explore ways to partner with Cherry Street Ministries for a food-service operation.

FANUC robotics training was provided to the maintenance staff of Calphalon Corporation, Perrysburg. A special thanks to Diana Stachowiak, Chair, Electrical Engineering and Lynn Kendall, Lab Technician, for providing the equipment and support needed for the successful training. Owens was again chosen to provide robotics training for maintenance personnel.

The College's request to offer an ATS degree to the Plumbers and Pipefitters was approved. The Institutional Actions Council concurred with the evaluation findings and approved the institution's request for a contractual arrangement with United Association of Pipefitters to offer the Associate of Technical Studies. This agreement will make Owens the lead school offering this ATS degree to the United Association of Pipefitters.

Owens' registration of union trades on the 14th day was 1,036 with first year apprentices and journeymen classes still being enrolled for the fall semester.

Owens' ABLE program is proud to announce that Rene Downour, ABLE Instructor, was one of twenty ABLE staff members across Ohio selected by Ohio's Department of Adult Education to participate in Career Pathways, the U.S. Department of Labor's Workforce Innovation and Opportunity Act (WIOA) initiative. Career Pathway's purpose – which began in August 2016 and will end in June 2017 - is to create a model for career pathways services in adult education programs, specifically for small, rural programs and lower-level students. Ms. Downour and her team members, under the leadership and supervision of national adult education consultant/trainer, Jeffrey A. Fantine, will build cross-agency partnerships and clarify roles; identify sector or industry and engage employers; design education and training programs; identify funding needs and sources; align policies and programs; measure change and performance. At the completion of the program, Ms. Downour will train others across the state to implement the newly-created model in their respective geographical localities. It's noteworthy that Owens Community College, through Ms. Downour, will play a strategic role in what will prove to touch and better the lives of individuals and families in Ohio.

Dr. Brian Paskvan, Executive Director, attend the Workforce Investment Opportunity Act (WIOA) board meeting for Lucas County in September. The meeting focus was to select officers and approve resolutions to comply with new federal requirements.

Dr. Paskvan attended the summer Toledo Metro Area Council of Governments (TMAOCOG) caucus held at Penta Career Center in August. A school sector meeting was held to discuss issues that are affecting the regions K-12 schools.

Dr. Paskvan attend the Northwest Ohio Regional Economic Development meeting in August. The agenda included an update from lobbyist Dean Fadel outlining potential legislation that may affect the region.

Dr. Paskvan chaired a TMAOCOG membership meeting in August to discuss potential membership programming for 2016-2017.

PROFESSIONAL DEVELOPMENT

e-LEARNING

Mark Karamol, Director, participated in the September 15 Ohio Quality Matters Consortium webinar. Topics discussed included Ohio QM Training, the QM Instructional Designer Association and Course Review Manager Certification.

CENTER FOR EXPERIENTIAL AND COMMUNITY ENGAGED LEARNING

Krista Kiessling, Director, presented sessions during the Faculty Development opening week sessions. Session #1 "Utilizing Civic Ambassadors in the Classroom" and Session #2 "Experiential Learning in the classroom" were both well attended.

UPWARD BOUND

Justin Huber, Director, attended the 35th annual Council on Opportunity in Education conference in San Diego, California.

SCHOOL OF LIBERAL ARTS

Ms. Kimberly Minke, Professor, Social and Behavioral Sciences, attended the Willow Creek Global Leadership Summit (via satellite) on August 11- 12. The Summit focused on topics such as emotional intelligence, values, teamwork, and cultural differences and included guest speakers Bill Hybels, Patrick Lencioni, Melinda Gates, T.D. Jakes, and John C. Maxwell.

Dr. Marian Moore, Associate Professor, Anthropology and Sociology, attended the American Sociological Associations Annual Meeting, August 20-23 in Seattle. The meeting's theme was: "Rethinking Social Movements: Can Changing the Conversation Change the World?" Dr. Moore has shared information from the conference with the department to use in classes.

Dr. Moore attended the Human Trafficking and Social Justices Conference at University of Toledo, September 22-23. Dr. Moore personally funded attending the conference and financially supported six students to attend. (*Thank you!!*)

SCHOOL OF NURSING AND HEALTH PROFESSIONS

Heather Zisko, Assistant Chair, Medical Assisting program attended the American Association of Medical Assistants Annual Conference in Virginia. She attended numerous educational seminars ranging in topics from *Critical Thinking* to *Human Trafficking*. While there, she also attended the accreditation workshop in preparation for the program accreditation site visit in Spring 2018.

On August 12–13, James Kwasniak, Professor, attended the Commission on Dental Testing (CODT) Executive Session. Following the executive session, the Examiners calibrate and have a general meeting concerning the CODT exam for Expanded Function Dental Auxiliary.

Brad Wood, Assistant Chair, Physical Therapist Assistant Program, is a team leader for CAPTE (Commission of Accreditation for Physical Therapy Education), which is the PTA program's governing accreditation. Mr. Wood led a team that consisted of a College Administrator, PTA Clinician and a Team Leader in training in El Paso, Texas for several days in September. They reviewed the PTA program and interviewed administration, faculty, faculty adjunct, current and past students, employers and many other people associated with the program. It was a great experience to see what other programs are doing to improve the Physical Therapy field and curriculum.

On August 27, Amy Crofts, Chair, Medical Imaging Department, attended the Educators Forum at North Central State College in Mansfield. This one day event was put on by the Ohio Society of Radiologic Technologists as a way for members to review and discuss changes to the Radiography curriculum proposed by the American Society of Radiologic Technologists. Members representing five states and their analysis were sent to the agency for their review. This change to the curriculum is set to go into effect January 2017.

On September 6, Dr. Cheryl Paeth, full time faculty and Academic Fieldwork Coordinator for the Occupational Therapy Assistant Program, hosted a *Lunch and Learn* for community partners at Owens. Representatives from six community based fieldwork sites were able to attend and discuss ways to foster innovative and sustainable programs and partnerships with the Occupational Therapy Assistant program. This is the second year that the program has hosted monthly *Lunch and Learn* with community partners.

Deb Baumgartner, Nursing Lab Faculty, Melanie Scherdt, Assistant Professor, Darlene Wise, Instructor, Nursing, and Jennifer Mier, Instructor, Nursing attended "*Changing How We Feel by Changing How We Think*" presented by Dr. Joseph W. Shannon Ph.D. on September 15. The

conference was held in Lima and was sponsored by the Institute for Brain Potential, Los Banos, CA. The Seminar included cognitive-behavioral techniques and tools for recognizing, assessing and changing maladaptive mindsets for more positive mental health.

SCHOOL OF SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS (STEM)

Sarah Long, Adjunct Instructor of Mathematics, represented Owens Community College at the Ohio Faculty Senate meeting on September 23 in Columbus. The Ohio Faculty Senate meets four times per academic year and provides a venue for faculty at two-year institutions across Ohio to share innovations, concerns, and issues of common interest. Ms. Long has served as the Owens Community College representative to the Ohio Faculty Senate since Fall 2013.

Michelle Younker, Chair, Mathematics, attended the Ohio Transfer Module Faculty Sub-committee meeting on September 23 in Columbus. Discussions about general education requirements for public institutions in Ohio, revisions to transfer module mathematics courses, and the possibility of approving on-line laboratory experiences in the natural sciences were some of the topics of discussion. Ms. Younker serves on the Transfer Module Mathematics, Statistics, and Logic Review Panel as a content expert in mathematics, statistics, and quantitative reasoning.

James Perry, Professor, Mathematics, participated in peer review training on September 27. The training was sponsored by the Higher Learning Commission (HLC) to support his service to its Institutional Actions Council (IAC). Professor Perry was appointed by the Board of Trustees of the Higher Learning Commission to the IAC in spring 2016. The IAC is comprised of approximately 100 individuals each serving a four-year term.

WORKFORCE AND COMMUNITY SERVICES

In keeping with ABL Manager Dennis Belkofer's plan to provide on-going professional development in best-instructional practices to ABL's staff, the program's specialists (teacher assistants) were provided with 6 hours of math training in September, ranging from basic math to advanced algebra. Specialists meet with students individually and in groups to assist them with class content. Strengthening specialists' academic skills will equip them to effectively meet students' needs.

David Cannon
Vice President/CFO/Treasurer
Business Affairs

Board of Trustees
November 1, 2016
EXHIBIT NO. 12B

AUGUST & SEPTEMBER 2016

INFORMATION TECHNOLOGIES – *Connie Schaffer, Chief Information Officer*

Computer Lease – An additional 325 new computers were ordered and currently in the staging process for deployment. This is a replacement for the old computers located in classrooms and labs for students. The outdated hardware being replaced will be used for parts to keep other end-of-life computers operable for both academic and administrative purposes. These new computers will be placed in highly utilized classrooms and common computer labs.

OTCTC (Ohio Two-Year Colleges Technology Council) – Dr. Schaffer attended (remotely) the OTCTC meeting on September 30 held in Columbus. The all-day meeting discussed various topics including the Inter-University Council Purchasing Group (IUC PC) initiatives, State efficiency proposals, cloud contract checklist and more.

IT Help Desk – The IT Help Desk has accepted an internship in conjunction with the College's new Help Desk certification under the Information Systems program. This is a win-win collaboration for students and the College.

Early Alert System – Early Alert is a custom faculty self-service rule based system where instructors give feedback to their students by sending comments related to issues, recommendations and estimated grades. The Early Alert System now also sends *positive* emails to students, which has become popular and well received by students and faculty.

OPERATIONS – *Michael McDonald, Executive Director*

AUXILIARY SERVICES/OPERATIONS – *Danielle Tracy, Director*

Student Health and Activities Center (SHAC) – Attendance for the month of August was 1,380, which is an average of 51 people per day, and guest passes totaled \$300 for the month. Attendance for the month of September was 1,957, which is an average of 82 people per day, and guest passes totaled \$250 for the month. The cardio equipment lease was approved and the paperwork is in process.

Events/Facility Rentals – There were 195 events processed in August and 261 events in September. Of the 195 events, four were external events that brought in \$450 of revenue, (rent: \$350, setup: \$100). Of the 261 events, eight were external events that brought in \$3,451.50 of revenue, (rent: \$2,022.50, setup: \$350, custodial: \$360, security: \$264, AV: \$455).

Bookstore – The graphics have been installed in the Toledo and Findlay bookstores, completing the renovation at Follett's expense.

Capital Planning – The Kingsley Hall Renovation Phase I project is scheduled to be complete by November 22. Relocation of identified services will begin after semester end in December.

Status of SB 310 Capital Projects

1. Pedestrian Bridges Improvements

Total Allocation: \$400,000

CB Status: August 22 and September 26 Controlling Board Approvals

Timeline: July 7, 2016: Bridge inspection and load rating

A/E: Mannik Smith Group

- **\$17,600, approved for the bridge inspection to Mannik Smith Group.**
- **\$15,000, approved for the architectural/engineering contract to Mannik Smith Group.**

2. Kingsley Hall Phase II

Total Allocation: \$500,000

CB Status: September 26 Controlling Board Approval

Timeline: Phase 2 to start October 2016, upon completion of phase 1 in October 2016

A/E: Stough and Stough

- **\$40,000, approved for the architectural/engineering contract to Stough and Stough Architects.**
- **The Kingsley Hall Phase II renovation committee met and reviewed the second floor plans. Stough and Stough revised the plans to reflect the committee's feedback. A final floor plan has been approved by the committee and will be sent back to the Architect to begin construction drawings.**

3. South Campus Electric Switch Gear

Total Allocation: \$500,000

CB Status: August 22 Controlling Board Approval

Timeline: Fall 2016

A/E: MDA Architects

- **\$20,300, approved for the architectural/engineering contract to MDA Engineering, Inc.**

4. Founders Hall Roof Replacement

Total Allocation: \$500,000

CB Status: August 22 and September 26 Controlling Board Approvals

Timeline: Fall 2016

A/E: Poggemeyer Design Group

- **\$24,450, approved for the architectural/engineering contract to Poggemeyer Design Group.**
- **\$472,184, approved for the roof contract to The Fred Christen & Sons Company.**
- **The Founders Hall Roof project is starting in October and is scheduled to be complete by the end of November.**

5. Heritage Hall Boilers

Total Allocation: \$500,000

CB Status: August 22 Controlling Board Approval

Timeline: Spring 2017

A/E: JDRM

Cost: \$7,015.00 for A/E fees. Construction cost estimated at \$194,000

2 boilers 1.7 MBTUs

- **\$7,015, approved for the architectural/engineering contract to JDRM Engineering.**

6. Math Science Boiler

Total Allocation: \$20,000

CB Status: September 12 Controlling Board Approval

Timeline: Fall 2016

A/E: None

Facilities Services: Purchasing/installation

- **\$26,303.81, equipment to The Macomb Group.**

7. Administration Hall Water Infiltration

Total Allocation: \$1,000,000

CB Status: August 22 Controlling Board Approval

Timeline: Fall 2016

A/E: SSOE

Cost: \$81,750.00 A/E fees

Envelope Forensics Group

- **\$81,750, approved for the architectural/engineering contract to SSOE Group.**
- **The kickoff meeting was in September and the project will start with investigations in early October to determine the construction approach.**

8. Transportation Technologies Expansion

Total Allocation: \$1,400,000

CB Status: September 12 Controlling Board Approval

Timeline: Fall 2016 with completion in January 2017

A/E: The jdi Group

- **\$90,000, approved for the architectural/engineering contract to the jdi Group.**
- **The Transportation Technology Expansion committee met with the jdi group to begin specification discussions for the project. The location for the expansion will be finalized in October.**

9. College Hall Renovation

Total Allocation: \$2,250,000

CB Status: TBD

Timeline: January 2017

A/E: TBD

- **A Request for Qualifications was issued with a response deadline of September 1. Four submissions were received and a walkthrough of College Hall was conducted with the firms, (Poggemeyer Design Group, The Collaborative, SSOE and Munger and Munger). The College Hall committee will interview all firms on October 18.**

10. Findlay Campus Parking Lot

Total Allocation: \$150,000

CB Status: TBD

Timeline: TB A/E: N/A

11. Heritage Hall Chiller Replacement Project

Total Allocation: not to exceed, \$158,904

CB Status: August 22, 2016 Controlling Board Approval

Timeline: Fall 2016

A/E: No A/E required. Owens will purchase the chiller with state funding and it will be installed by the lowest bidder

- **\$100,435.50, was approved for the emergency chiller to Dimech Services.**

12. Cherry Street Mission Ministries / Machine Tooling Program

Total Allocation: \$500,000

CB Status: TBD

Timeline: TBD

A/E: **The Collaborative has been contracted and is being funded by the Cherry Street Mission.**

FACILITIES SERVICES – *David Halsey, Director*

The 33-year-old Heritage Hall chiller that cooled the School of Nursing and Health Professions and the School of Business, Information and Public Service failed on August 12, one week before the start of classes. After failed attempts to repair the unit, the College acted quickly and a new chiller was ordered from low bidder, Dimech Mechanical Services. This project was included in the current biennium capital appropriation. Expeditiously, the new chiller was delivered and installed in three weeks. During the three-week period, the College rented and installed 35 portable cooling units. Around the clock, the temporary units were drained through September 2, which estimated to 1,000 gallons every 24 hours for 19 days, equaling 19,000 gallons. The building was kept at a comfortable level during the period. Credit is given to the Facilities staff during the period and to the two academic schools for their patience and understanding.

WORKPLACE HEALTH and SAFETY – *Larry Cser, Manager*

Mr. Cser is revising a new edition of the College emergency action plans, which includes working with various departments and areas for specific important emergency information.

Mr. Cser has conducted a three-hour training session on the ALICE, violent intruder program for 40 plus employees of the Ohio Bureau of Vocational Rehabilitation, Toledo office. Several one hour presentations of the ALICE program for Instructor Wayne Seeley's Criminal Justice classes were also conducted in August and September.

Workplace Health and Safety held a meeting with the College's Building Safety Coordinators to discuss changes that need to be made to the program and to recruit new associates. As part of this meeting, a tabletop exercise was conducted on the topic of several disaster items related to severe weather with respect to property damage and fatalities. Such exercises are a requirement of the Clery Act. The exercise was designed to show the potential severity and steps to recovery, and also to show the importance of the voluntary building coordinator role.

Amy Giordano
Vice President, Student Services

Board of Trustees
November 1, 2016
EXHIBIT NO. 12C

AUGUST & SEPTEMBER 2016

ADMISSIONS, INTERNATIONAL SERVICES & COLLEGE CREDIT PLUS - *Meghan Schmidbauer, Assistant Dean*

Ms. Schmidbauer met with Harbor Career Connections on September 30 to discuss a partnership to assist students with enrollment steps and career exploration. With respect to the City of Toledo and Toledo Public Schools, a new initiative is coming to fruition with the Toledo Fire Department and Toledo Police Department focused on encouraging students to consider a career in public safety. Meetings and phone conferences have been held to start the project.

Ms. Schmidbauer led a team of Admissions employees to the National Association of College Admissions Counselors to Columbus for the national conference. She made a presentation with SignalVine, texting partner, due to the high student response and engagement rate at Owens.

Ms. Schmidbauer presented a two-year college update at the September 6 Ohio Association of College Admissions Counselors event.

The virtual viewbook went live at the end of September, and is available for prospective students to use to explore services and programs.

Ms. Schmidbauer also represented Owens at the August 10 Maumee UPS Hub educational fair; September 20 at Whitmer High School FAFSA evening; at the September 28 DECA Fall Frenzy at Owens. Also, Ms. Schmidbauer presented and met on College Credit Plus with Sylvania, Toledo Public, Washington Local, and Penta schools.

Adult and Community Outreach

Gary Walkowiak, Admissions Representative, presented at the monthly Going Home to Stay program at One Government Center. Mr. Walkowiak attended the YWCA Health Fair, Toledo, and provided health and career information. Mr. Walkowiak provided information at the August 10 UPS Maumee Hub and encouraged employees to take advantage of the UPS tuition assistance program. On September 22, Mr. Walkowiak attended the iHeart Media Fall Job Fair.

In Findlay, new Admissions Representative Kaci Miller visited Lowes for three shifts, providing information about Owens.

Direct from High School Recruitment

Admissions Representatives have regular office hours at Whitmer High School and the Career Technology Center, Penta Career Center, Clay High School and the Sylvania high schools.

Admissions staff members spoke to students at the following schools:

Anthony Wayne, Buckeye Central, Cardinal Stritch, Clyde, Columbus Grove, Evergreen, Fayette, Fremont Ross, Gibsonburg, Glass City Academy, Lima, North Baltimore, Scott, Start, Sylvania Northview, Sylvania Southview, Toledo School for the Arts, Vanlue and Wauseon.

Admissions Representatives supported registration by speaking with potential students and their families at the following events: Penta Parent Night (August 27), BGSU Firelands College Fair

(September 13), Defiance County College Fair (September 13), Memorial College Fair (September 14), Scott Open House (September 15), Findlay Fall Fair (September 28).

On-Campus Registration Events and Communication

In August, 660 students participated in registration events, New Student Orientation or One Day Registration. In September, 14 students participated in online New Student Orientation.

The Toledo-area Campus hosted the DECA Fall Frenzy on September 28, an event for high school students participating and competing in DECA events. The event brought 300 students to campus, who received a brief tour, presentation, and Owens materials.

The Toledo Guidance Counselor Update was held on September 16 and about 55 secondary school counselors and leaders attended; updates were given on the college, programs, financial aid information, and enrollment materials were provided to all in attendance.

Communications (5975 emails) were sent to recruits and applicants with information about enrollment for the Fall Semester 2016.

ADVISING, CAREER INITIATIVES, & STUDENT MENTAL HEALTH SERVICES,

Dr. Verne Walker, Assistant Dean, Advising, Career Initiatives, & Student Mental Health Services

The Office of Advising worked with a cross-departmental team of Faculty to identify and implement suggested improvements to the Early Alert system. For the Fall Semester 2016, two improvements were launched: 1) Faculty are now able to see the name of students' assigned advisor on the Early Alert email; and, 2) Faculty may submit "Kudos" to students who are earning an A, B, or C grade, which serve to recognize a student's class performance.

On Thursday of Welcome Week, the Office of Advising worked with the Office of Marketing and Communications to provide information on various campus resources while students enjoyed pizza and cookies in College Hall.

In partnership with the Office of Institutional Research, a study was launched to examine the influence of outreach to select new students. All new students were given a score that indicates the student's likelihood of returning for the next semester. Advisors are in the process of reaching out to approximately 800 students on three occasions through the semester to check in on their progress and to invite them to campus events. In the Spring, Institutional Research will assess if the outreach helped to improve students' retention, and if so, for those in which score ranges.

The Findlay Campus hosted three College Credit Plus (CCP) orientation sessions in August for 125 newly-enrolled CCP students plus their families to learn about policies/procedures, resources on campus, what to expect in college and Owens technology. From a CCP orientation evaluation, a vast majority of the students reported that they felt prepared for classes following orientation, their questions were answered, they were aware of their responsibilities/expectations as a CCP student, and they were aware of Owens resources. On the post-event assessment, students earned an average score of 94 percent, which reflects an improvement over the prior year, while students have an understanding and were engaged with the material.

On Thursday during Findlay Fall Fest, the Office of Advising staffed a table, which featured an Owens trivia game with candy prizes and handouts about the food pantry, advisor chat, upcoming events on campus, and the Transfer Fair in November.

Angie McGinnis, Manager of Advising, participated in the Owens Ready, Set Go! 5K on the Owens Findlay Campus on September 10; the funds raised are for the emergency fund for eligible Findlay students.

Student Mental Health Services - *Adrian Baney, Director*

Ms. Baney, Chief Scott Steinke and Danielle Filipchuk, Director, Student Conduct/Student Life, attended the August 1 Bowling Green State University's Changing Campus Culture training, presented the Ohio Association to End Sexual Violence. At this training, each participant received a toolkit to help educate and assess for compliance with Title IX regulations.

Ms. Baney met with three community partners, who help provide services for any Owens employee or student seeking help with any Title IX related incident. Ms. Baney did a site visit for each community partner: Open Arms Domestic Violence and Rape Crisis Services (Findlay), The SAAFE Center, also known as the Cocoon Shelter (Bowling Green), and the YWCA HOPE Center (Toledo). As a result of these meetings, an employee of the YWCA/HOPE Center has attended several Owens events in order to set up a table regarding Title IX/Sexual Assault to promote awareness.

Ms. Baney aided the Department of Public Safety by helping with an August 2 and August 3 training on how Posttraumatic Stress Disorder (PTSD) can effect veterans. The training addressed how law enforcement's knowledge of PTSD can help in effective responses to veterans who may be involved in criminal behavior. Jackie Haskins, Counselor, also attended the training on August 3.

Ms. Baney attended the August 18 Wood County Suicide Prevention Coalition. Ms. Baney was able to gather information on local veterans support events, and gather free resources to hand out at Owens events for suicide prevention (magnets, brochures, etc.).

Student Mental Health Services (SMHS) welcomed a Bowling Green State University practicum student, April Freed, who will help with various programming elements, administrative tasks, working with students, developing group curriculum, and will be working on developing basic counseling skills. Ms. Freed's BGSU instructor will do a site visit at Owens in September.

Student Mental Health Services hosted a September 20 program entitled, "Help Yourself, Help a Friend," presented by the Lucas County Suicide Prevention Coalition. This event complies with House Bill 28, as well as increases awareness on our campus of the problems, risks, and warning signs of suicidal thinking and behavior.

Intakes – August & September 2016

New: 8; 12

Respond to Faculty/Staff: 1; 4

Consultation/Crisis Services (such as suicidal; panic attack): 4 Faculty/Staff; 4 Students

Ongoing Counseling: 20; 24

Classroom Presentations: 10 on SMHS; 2 on Time Management and Stress Management

ATHLETICS – *John-David Ettore, Director*

The men's basketball team and S.T.R.I.V.E., hosted a 5 on 5 Blast Basketball Tournament for youth at the College on August 5. Success Through Review Incentive Vision and Effort (S.T.R.I.V.E.) mission is to "promote education, physical fitness, and social development in partnership with law enforcement and educators as mentors." The S.T.R.I.V.E. Program was originally established in 1997 to assist high school students with tutoring in proficiency testing areas, (math, science, social studies and now the Ohio Graduation Tests).

The women's volleyball team with Coach Denny Caldwell and Coach Bill Bonham participated in the ALS Walk at the University of Toledo, September 11. While wearing the red travel shirts, the team was very professional and represented the College well in their recognizable Owens Express uniforms. The cause is close to the hearts of the coaches, as the Coaches 4 Coaches organization was started to help other coaches in Ohio, such as the former Toledo Central Catholic volleyball coach Melissa Belcher (Miracles 4 Melissa) who is now wheelchair bound from ALS. Additionally, with Coach Belcher being an inspiration and the first recipient, the Melissa Belcher Summer Classic, a high school volleyball tournament, was started to raise funds for Coaches 4 Coaches; in the first four years, more than \$40,000 has been donated to other families in Ohio. Of note, the College hosted a summer Coaches 4 Coaches summer skills camp that brought 50 athletes to the campus.

FINANCIAL AID – *Andrea Morrow, Director*

As of October 1, a total of 10,315 applications for financial aid have been received for the 2016-2017 academic year. As a result, a total of \$19,558,281 in grants and scholarships has been disbursed for the 2016-2017 academic year. Currently, 44.49 percent of eligible students enrolled for Fall Semester 2016 have received financial aid.

OSERVE – *Ashley Foster, Interim Director*

The Oserve Advocates participated in an outreach campaign from September 1 to September 19 with Student Accounts staff to minimize the number of students who would be dropped from Fall Semester 2016 classes due to non-payment of tuition. At the beginning of the campaign, there were 1,350 students who were at risk of being dropped for non-payment, and 43 percent of the student accounts were resolved. On September 20, a total of 574 students were dropped from their classes due to non-payment of tuition.

Ms. Foster provided financial aid updates throughout the month of September:

- At the Owens High School Guidance Counselor Update with respect to the 2017-2018 FAFSA becoming available on October 1, and the 2015 tax information that will need to be reported again this year.
- At the Upward Bound's Senior Parent Night at Rogers High School with respect to orienting parents of ways to fund a college education.
- For the individual events of Rogers High School and the Woodward High School Upward Bound seniors on the topic 'Financial Aid: How to Fund Your Education,' which allowed students to learn about FAFSA and options for funding their education.

RECORDS - *David Shaffer, Registrar*

There were a total of 111 degrees and 53 certificates awarded for Summer Semester 2016. Of the 111 degrees awarded, 26 were awarded with academic honors, achieving at least a 3.5 grade point average.

STUDENT CONDUCT/STUDENT LIFE – Danielle Filipchuk, Director/Title IX Coordinator

On August 17, James Katzner, Manager of Career Services and Student Activities, participated in a Job Resource Fair at the Findlay-Hancock County Public Library, providing resume assistance and career guidance to job seekers.

On August 24, Welcome Week, Student Activities in Findlay hosted caricature artist Rob Brown who drew free caricatures for approximately 30 students. On August 25, Student Activities in Toledo sponsored a Photo Booth in the College Hall Atrium for students.

Student Activities sponsored Fall Fest on the Toledo-area Campus on August 30. This event featured tables with college resources, student organizations, inflatable attractions, music, and carnival themed snacks. On September 8, Student Activities sponsored Fall Fest on the Findlay Campus and about 175 students, faculty, and staff learned about college resources while enjoying interactive games and a free baked potato bar. Owens Alumnus and current Writing Center tutor Michael Alonzo (aka, *California Mike*) provided live music.

On September 7 and September 8, Student Activities hosted two separate Lunch and Learn Events with a free pizza lunch and students learned about student involvement through student organizations, events, and the Office of Community and Engaged Learning.

The Findlay Campus hosted the 3rd Annual Ready. Set. Go! 5K Run/Walk on Saturday, September 10 and raised more than \$1,200 for the Findlay Campus Emergency Assistance Fund, which helps to support students who encounter an unforeseen financial emergency.

In recognition of Constitution Day and to encourage students to be engaged citizens, the Findlay Campus hosted a Voter Registration Drive September 12-15. Along with voter registration forms, students could pick up brochures about Ohio voting laws and procedures and mini Constitutions. On the Toledo Campus, Student Government hosted a September 15 Constitution Day where they tested participant's knowledge of the Constitution with a Jeopardy game and a chance to win patriotic prizes.

Student Activities Office in Toledo partnered with the Culinary Department and Walt Churchill's Market in hosting a Career Panel on September 28. The Walt Churchill's Market staff shared the store's history, vision and career opportunities.

On September 29, the Toledo and Findlay Campuses hosted a presentation by Justin Jones-Fosu: *Hug and Elephant, Kiss a Giraffe: Redefining Diversity in Everyday Life*. The interactive program challenged students to expand their definition of diversity, challenge assumptions that they make about others, and engage in meaningful dialogue. About 30 students on the Findlay Campus and 60 students on the Toledo Campus attended the presentation.

PROFESSIONAL DEVELOPMENT

Jackie Haskins, Counselor, attended a September 16 continuing education program entitled, "Changing how we feel, by changing how we think," at the University of Toledo Medical Center. Ms. Haskins participated in a September 26 Title IX webinar entitled, "Developing a Comprehensive Plan for Prevention."

Danielle Filipchuk, Director of Student Conduct and Student Life/Title IX Coordinator, attended a one day training on August 2 with the Ohio Department of Education on Title IX at Bowling Green State University.

On September 16, James Katzner, Manager of Career Services and Student Activities, facilitated a Bridges Out of Poverty training at the Family Center in Findlay.

AUGUST & SEPTEMBER 2016

FOUNDATION – Jennifer Fehnrich, Executive Director

Fundraising – Donations received during the months of August and September include:

- \$19,572 from the Alumni Association (pledge payment of \$10,000 plus \$9,572 for the Private Machcinski/Dickman Scholarship Endowment Fund and Michael Rickard Scholarship Endowment Fund)
- \$12,500 from the Caterpillar Foundation for the Dealer Excellence Fund
- \$10,250 from Foundation Directors
- \$5,750 for scholarships including \$3,000 from TeleSystem and \$2,000 from Maumee Rotary
- \$3,827 from Owens employees
- \$700 for the Ready Set Go 5K Run

Foundation – At the August meeting, the Foundation Board approved an endowment spending percentage of five percent for fiscal year 2017. The Board also approved the election of Linda Quarles from Owens Corning as a director-at-large.

Cultivation and Stewardship – On September 22, Ms. Fehnrich and Debra Green, Senior Administrative Coordinator, attended the 27th annual Diamante Awards. Diamante scholarship recipients – Daniel Aleman, Herbey Atkinson, Marta Deleon-Garcia, Savannah Elizondo and Samantha Torres – were recognized at the event.

Throughout the month of August and September, Ms. Fehnrich continued to meet with internal and external stakeholders to discuss the Foundation and College initiatives.

Administrative – The search committee conducted interviews in August for a replacement for Ms. Green who is retiring at the end of the calendar year 2016. A candidate was selected, began work; however, then resigned. The Development Coordinator position was advertised in September and the search committee review is in progress.

ALUMNI RELATIONS – Jennifer Fehnrich, Interim Director

Community Service – Under the leadership of the Alumni Association Community Service Chair Kaye Koevenig, Senior Accountant, the distribution of donated backpacks and school supplies were delivered in September to the following schools: ten Toledo Public Schools (Old West End Academy, Birmingham Elementary, Glenwood Elementary, Leverette Elementary, Navarre Elementary, Oakdale Elementary, Reynolds Elementary, Keyser Elementary, Old Orchard Elementary and Burroughs Elementary), Bowling Green, North Baltimore, Rossford, Northwood, Genoa, Elmwood, Woodmore and Lincoln Elementary in Findlay.

Golf Classic – On September 12, 108 golfers participated in the 14th annual Golf Classic at Belmont Country Club. The 27-team event netted \$28,713 to benefit scholarship and outreach endeavors. Since its inception, the Golf Classic has netted more than \$398,000 to support Owens students pursuing a college education and their career aspirations.

Administrative – The vacant Manager of Alumni Relations position is being advertised. A search committee has been identified to fill this vacant position.

Upcoming Events – mark your calendars:

- Foundation Board Meeting – November 9, 2016
- Alumni Walleye Night – January 28, 2017

MARKETING AND COMMUNICATIONS – *Jason Griffin, Director*

Television and radio commercials, featuring current Owens students as well as real Owens alums, continue to air, as we gear up for the Spring Semester 2017, (registration began on October 10). As a recap from the Fall Semester campaign, there were a total of 2,198 television commercials, 2,561 radio commercials, and 44 newspaper ads for the fall. Additionally, we received nearly 4 million impressions via our fall digital marketing campaign that also includes advertising through Pandora (music streaming app). We utilized data from Institutional Research to form the strategy on all digital targeted advertising to key demographics. The commercials, as of October 14, have been viewed on YouTube 3,580 times.

The Marketing department reports that the Owens Social Media audience (Facebook, Twitter, LinkedIn, and Instagram) has grown to 54,691 followers and is growing by over 60 new followers per week. In the combined months of August & September, 66 unique Owens Facebook posts achieved 597,516 impressions (eyeballs) and Twitter produced 36,954 impressions during the same time frame.

DEPARTMENT OF PUBLIC SAFETY – *Scott Steinke, Executive Director/Chief of Police*

The annual security report was updated and is designed to assist in providing a safe and dignified learning environment. The report contains crime statistics about certain specified crimes/incidents that have been reported to Campus Security Authorities over the past three years, 2013, 2014 and 2015. Additionally, the comprehensive report identifies College and community resources and reporting procedures, including those addressing sexual misconduct.

Link to view the <https://www.owens.edu/dps/>